City of Lauderdale Lakes

Office of the City Clerk
4300 Northwest 36 Street - Lauderdale Lakes, Florida 33319-5599
(954) 535-2705 - Fax (954) 535-0573

CITY COMMISSION WORKSHOP AGENDA

City Commission Chambers
January 12, 2026
5:00 PM

Please join the meeting via Zoom
https://us06web.zoom.us/j/81726287706

Please join the meeting via telephone:
1 305 224 1968 or 1 646 931 3860
Meeting ID: 817 2628 7706

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION**

   REVIEW OF THE JANUARY 13, 2026 CITY COMMISSION MEETING AGENDA

4. **DISCUSSION OF PROPOSED ORDINANCE(S)**
5. **ADDITIONAL WORKSHOP ITEMS**

   A. DISCUSSION REGARDING THE AMERICAN RESCUE PLAN ACT (ARPA) PROJECTS AND FUNDING

   This is a discussion regarding the $18 million in American Rescue Plan Act (ARPA) funding that was awarded to the City of Lauderdale Lakes.

   B. DISCUSSION REGARDING UPDATES ON THE HOME IMPROVEMENT PROGRAM AND THE MORTGAGE ASSISTANCE FOR CONDOMINIUM OWNERS PROGRAM

   This is a discussion regarding an update to the Home Improvement Program and Mortgage Assistance for Condominium Owners Program. These programs where authorized by Resolution 2024-104 which reallocation of eight hundred eighty-two thousand one hundred eighty and 00/100 dollars ($882,180.00) of American Rescue Plan Act ("ARPA") funds from the citywide broadband program to certain Title I programs, specifically a mortgage assistance program for condominium owners within 55 years and older communities, and a minor home improvement program in equal amounts of four hundred forty-one thousand ninety and 00/100 dollars ($441,090.00).

   C. DISCUSSION REGARDING THE CITY COMMISSION'S STRATEGIC PLANNING RETREAT

   This is a discussion regarding the City Commission's review and update of the City's strategic plan and setting priorities for the upcoming budget for fiscal year 2027.

   D. DISCUSSION REGARDING THE PROCESS FOR REQUEST FOR DONATIONS FROM THE CITY

   This is a discussion regarding a proposal by which a request to the City can be used to determine eligibility for financial awards.

E. DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO AWARD A CONTRACT FOR THE NORTHGATE PARK IMPROVEMENTS PROJECT UTILIZING THE INTERLOCAL PURCHASING SYSTEM (TIPS) COOPERATIVE PROGRAM

This is a discussion regarding awarding a contract for the Northgate Park Improvement Project utilizing The Interlocal Purchasing System cooperative program.

F. DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO AWARD A CONTRACT TO ADVANCED RECREATIONAL CONCEPTS IN THE AMOUNT OF ONE HUNDRED AND EIGHTY NINE THOUSAND, EIGHT HUNDRED AND TWENTY SIX DOLLARS ($189,826.00) TO PROVIDE IMPROVEMENTS FOR OTIS GRAY PAVILION REPLACEMENT PROJECT

This is a discussion regarding awarding a contract to Advanced Recreational Concepts following the results of the evaluation committee for RFP26-6310-09R Otis Gray Pavilion Replacement project in the amount $189,826.00 plus a $10,000.00 contingency for any unforeseen conditions which totals $199,826.00.

G. DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO AWARD A CONTRACT FUNDED BY THE RESILIENCE GRANT (FDEP AGREEMENT# 22FRP22) TO THE LOWEST, RESPONSIBLE, RESPONSIVE VENDOR FOR CITYWIDE DRAINAGE IMPROVEMENTS PROJECT ALONG NW 39TH STREET FROM NW 31ST AVENUE TO NW 29TH AVENUE IN AN AMOUNT TOTALING EIGHTY FIVE THOUSAND DOLLARS ($85,000.00) PLUS A GENERAL CONTINGENCY WHICH WILL BE 10% OF THE CONSTRUCTION COST

This is a discussion regarding awarding a contract funded by the Resilience Grant (FDEP Agreement# 22FRP22) to the Lowest, Responsible, Responsive vendor following a solicitation on the City's OpenGov platform ITB26-6310-19B Citywide Drainage Improvements Project along NW 39th Street from NW 31st Avenue to NW 29th Avenue. The awarded amount is inclusive of a utility adjustment and a permitting contingency totaling $85,000.00 plus a general contingency which will be 10% of the construction cost.

H. DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO AWARD A CONTRACT FUNDED BY THE RESILIENCE GRANT (FDEP AGREEMENT# 22FRP22) TO THE LOWEST, RESPONSIBLE, RESPONSIVE VENDOR FOR CITYWIDE DRAINAGE IMPROVEMENTS PROJECT ALONG NW 39TH STREET FROM NW 34TH WAY TO NW 31ST AVENUE IN AN AMOUNT TOTALING NINETY THOUSAND DOLLARS ($90,000.00) PLUS A GENERAL CONTINGENCY WHICH WILL BE 10% OF THE CONSTRUCTION COST

This is a discussion to award a contract funded by the Resilience Grant (FDEP Agreement# 22FRP22) to the Lowest, Responsible, Responsive vendor following a solicitation on the City's OpenGov platform ITB26-6310-18B Citywide Drainage Improvements Project along NW 39th Street from NW 34th Way to NW 31st Avenue. The awarded amount is inclusive of a utility adjustment and a permitting contingency totaling $90,000.00 plus a general contingency which will be 10% of the construction cost.

6. REPORTS

A. UPDATE ON THE HIRING OF THE NEW CITY MANAGER (SPONSORED BY MAYOR EDWARDS PHILLIPS)

B. UPDATE ON THE TRAFFIC CALMING DEVICES

FUTURE MEETINGS:

The next scheduled City Commission Workshop will take place January 26, 2026 at 5 p.m.
The next scheduled City Commission Meeting will take place on January 27, 2026 at 7 p.m.

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING

If a person decides to appeal any decision made by the Board, Agency, or Commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such

purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (FS 286.0105)

Any person requiring auxiliary aids and services at this meeting may contact the City Clerk's Office at (954) 535-2705 at least 24 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by using the following numbers: 1-800-955-8770 or 1-800-955-8771.

Mayor Veronica Edwards Phillips - Vice Mayor Sharon Thomas
Commissioner Tycie Causwell - Commissioner Easton Harrison - Commissioner Karlene Maxwell-Williams

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CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Contract Requirement:

Title
REVIEW OF THE JANUARY 13, 2026 CITY COMMISSION MEETING AGENDA
Summary
Staff Recommendation

Background:
Funding Source:

Fiscal Impact:
Sponsor Name/Department:
Meeting Date: 1/12/2026

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes Contract Requirement: No

Title

DISCUSSION REGARDING THE AMERICAN RESCUE PLAN ACT (ARPA) PROJECTS AND FUNDING

Summary

This is a discussion regarding the $18 million in American Rescue Plan Act (ARPA) funding that was awarded to the City of Lauderdale Lakes.

Staff Recommendation

Background:

The City of Lauderdale Lakes was awarded $18 million in American Rescue Plan Act (ARPA) funding, with strict federal requirements mandating that all funds be obligated by December 31, 2024, and fully expended by December 31, 2026. These deadlines are non-negotiable, and failure to meet them places the City at risk of having to return money to the US Treasury. Staff is seeking direction from the City Commission in transferring unused funds to other obligated projects that will meet the disbursement deadline.

Funding Source:

Fiscal Impact:

$9,000,000

Sponsor Name/Department: Sharon Haynes, Financial Services Director, CPA, CPFO

Meeting Date: 1/12/2026

ATTACHMENTS:

	Description	Type
🗋	Narrative	Cover Memo

To: City Commissioners

From: Sharon Haynes; Director of Financial Services

C: Venice Howard, Acting City Manager.

Date: January 6, 2026.

ARPA – Reallocating Funding

The City of Lauderdale Lakes was awarded **$18 million** in American Rescue Plan Act (ARPA) funding, with strict federal requirements mandating that **all funds be obligated by December 31, 2024** and **fully expended by December 31, 2026.** These deadlines are non-negotiable, and failure to meet them places the city at risk of having to return money to the US treasury.

As of the **September 30 reporting deadline**, the city still has **$9.9 million unspent**, distributed as follows:

- Leftover from completed projects: $348,384
- Cancelled project: $300,000
- Work in progress: $3,900,000
- Projects not started: $5,400,000

To ensure full compliance with federal requirements and to prevent any lapse of funding, staff recommends **immediate reallocation** of the remaining ARPA balance to high-impact, rapidly deployable programs and projects.

- Home Repair Assistance Program – $250,000

. City Facilities HVAC Upgrade - $235,000

. Public Safety – $4,700,822.3

Both the Fire Prevention and Police Services expenditures meet ARPA's obligation criteria and, due to their ongoing monthly disbursement structure, will reliably satisfy the federal spending deadline.

In addition, staff recommends transferring **5 million** in reallocated funds to the Capital Projects Fund to advance several of the City's originally approved infrastructure priorities. This approach ensures that ARPA dollars are not only fully utilized but strategically invested in long-term community improvements.

This reallocation plan is essential to protect the City's financial interests, maintain compliance, and deliver meaningful, visible benefits to Lauderdale Lakes residents.

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No Contract Requirement: No

Title

DISCUSSION REGARDING UPDATES ON THE HOME IMPROVEMENT PROGRAM AND THE MORTGAGE ASSISTANCE FOR CONDOMINIUM OWNERS PROGRAM

Summary

This is a discussion regarding an update to the Home Improvement Program and Mortgage Assistance for Condominium Owners Program. These programs where authorized by Resolution 2024-104 which re-allocation of eight hundred eighty-two thousand one hundred eighty and 00/100 dollars ($882,180.00) of American Rescue Plan Act ("ARPA") funds from the citywide broadband program to certain Title I programs, specifically a mortgage assistance program for condominium owners within 55 years and older communities, and a minor home improvement program in equal amounts of four hundred forty-one thousand ninety and 00/100 dollars ($441,090.00).

Staff Recommendation

Background:

Funding Source:

ARPA Funds

Fiscal Impact:

Sponsor Name/Department: Tanja McCoy, Development Services Director

Meeting Date: 1/12/2026

ATTACHMENTS:

	Description	Type
🗋	Resolution 2024-104	Backup Material
🗋	Mortgage and Home Repair Assistance Program Docs	Backup Material

RESOLUTION 2024-104

A RESOLUTION OF THE CITY COMMISSION OF LAUDERDALE LAKES, FLORIDA APPROVING AND AUTHORIZING THE CITY MANAGER TO RE-ALLOCATE EIGHT HUNDRED EIGHTY-TWO THOUSAND ONE HUNDRED EIGHTY AND NO/100 DOLLARS ($882, 180.00) OF AMERICAN RESCUE PLAN ACT ("ARPA") FUNDS FROM THE CITYWIDE BROADBAND PROGRAM TO CERTAIN TITLE I PROGRAMS, SPECIFICALLY THE MORTGAGE ASSISTANCE PROGRAM FOR CONDOMINIUM OWNERS WITHIN 55 YEARS AND OLDER COMMUNITIES, AND THE MINOR HOME REPAIR PROGRAM IN EQUAL AMOUNTS OF FOUR HUNDRED FORTY-ONE THOUSAND NINETY AND NO/100 DOLLARS ($441,090.00); A COPY OF EACH RESPECTIVE PROGRAM OUTLINES ARE ATTACHED HERETO AS **EXHIBIT A**, AND COPIES OF WHICH CAN BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF RECITALS; PROVIDING FOR INSTRUCTIONS TO THE CITY CLERK; PROVIDING AN EFFECTIVE DATE.

WHEREAS, On March 11, 2021, President Joseph Biden signed the American Rescue Plan Act ("ARPA") of 2021, also known as the COVID-19 Stimulus Package, into law;

WHEREAS, funding to states, municipalities, and tribal governments was authorized to be used to support projects under ten (10) expenditure categories guided by the US Department of the Treasury;

WHEREAS, the City of Lauderdale Lakes ("City"), as a non-entitlement unit of local government, was allocated ARPA funds of Eighteen Million One Hundred Twenty-Seven Thousand Eight Hundred Ninety-Seven and No/100 Dollars ($18,127,897.00);

WHEREAS, a Citywide Broadband Project was created with ARPA funds, and currently has a balance of Eight Hundred Eighty-Two Thousand One Hundred Eighty and No/100 Dollars ($882, 180.00);

WHEREAS, the City Manager has determined that the Citywide Broadband Project is no longer needed, and staff has recommended to the City Commission that the remaining balance

of Eight Hundred Eighty-Two Thousand One Hundred Eighty and No/100 Dollars ($882,180.00), in the Citywide Broadband Program be reallocated to other more feasible programs;

WHEREAS, the City Commission has determined it necessary and in the best interest of the City to re-allocate Four Hundred Forty-One Thousand Ninety and No/100 Dollars ($441,090.00) from the Citywide Broadband Program to the Mortgage Assistance Program for condominium owners within 55 and older communities who have experienced hardship due to the levying of certain special assessments arising from the implementation of the recent Florida Safe Building Act; and further that the remaining Four Hundred Forty-One Thousand Ninety and No/100 Dollars ($441,090.00) in the Citywide Broadband Program be re-allocated to the Minor Home Repair Program for all property owners within the City for improvements to fixtures such as roofing systems, windows, doors, plumbing ac repair/replacement, electrical upgrades, etc.;

WHEREAS, the City Commission also deems it necessary, appropriate, and in the best interest of the City that the Minor Home Repair Program funding be bifurcated to meet the needs of two categories of resident participants in the Programs - (1) eligible residents on a first come first serve basis, and (2) eligible resident also meeting additional income eligibility criteria;

WHEREAS, the City is required to reallocate all ARPA funds by December 31, 2024, and projects and programs allocated as Title I programs must be expended by September 30, 2026; and

WHEREAS, funding is provided from the American Rescue Plan Act of 2021 – 1029104-3410-BRBD.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AS FOLLOWS:

SECTION 1. ADOPTION OF RECITALS: The foregoing RECITALS are hereby ratified and confirmed as being true, and the same are hereby made a part of this Resolution.

SECTION 2. AUTHORITY: The City Manager and Financial Director are hereby authorized to re-allocate Four Hundred Forty-One Thousand Ninety and No/100 Dollars ($441,090.00) from the Citywide Broadband Program to the Mortgage Assistance Program for condominium owners within 55 and older communities who have experienced hardship due to the levying of certain special assessments arising from the implementation of the recent Florida Safe Building Act; and further that the remaining Four Hundred Forty-One Thousand Ninety and No/100 Dollars ($441,090.00) in the Citywide Broadband Program be re-allocated to the Minor Home Repair Program as outlined substantially in the form attached hereto as **Exhibit A**, and incorporated herein by reference.

SECTION 3. INSTRUCTIONS TO THE CITY CLERK: The City Clerk and other appropriate City Officials are hereby authorized to take any and all actions necessary to effectuate the intent of this Resolution.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION 4. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE CITY COMMISSION OF THE CITY OF LAUDERDALE LAKES AT ITS REGULAR MEETING HELD DECEMBER 10, 2024.

VERONICA EDWARDS PHILLIPS, MAYOR

ATTEST:

VENICE HOWARD, MMC, CITY CLERK

BROWARD COUNTY, FLORIDA
SEAL OF CITY OF LAUDERDALE LAKES
INCORPORATED 1961

Approved as to form and legality
for the use of and reliance by the
City of Lauderdale Lakes only:

Sidney C. Calloway, City Attorney

Sponsored by: Bobbi Williams, MPA, CGFO, NIGP-CPP/Financial Services Director

VOTE: APPROVED

Mayor Veronica Edwards Phillips	X (For)	____ (Against)	____ (Other)
Vice-Mayor Tycie Causwell	X (For)	____ (Against)	____ (Other)
Commissioner Easton Harrison	X (For)	____ (Against)	____ (Other)
Commissioner Karlene Maxwell-Williams	X (For)	____ (Against)	____ (Other)
Commissioner Sharon Thomas	X (For)	____ (Against)	____ (Other)

ARP A PROJECT : CITYWIDE BROADBAND - $882,180

✓ **Mortgage Assistance for Condo Owners** **$441,090**

-for property owners that have experienced a hardship due to a special assessment

-eligibility requirement will include residence in the 55-year old community

✓ **Minor Home Repair Program** **$441,090**

-opened to all property owners

-improvements to roofing systems, windows, doors, minor plumbing, ac repair/replacement, electrical upgrades, etc.

~ Citywide Broadband Project must be re-allocated by December 31, 2024 ~

EXHIBIT A

LAUDERDALE LAKES

CONDOMINIUM

MORTGAGE ASSISTANCE

Program Guidelines

The City of Lauderdale Lakes will provide assistance to our condominium owners 55 years and older residents during this time of great economic need to assist in alleviating current financial difficulties due to special assessment requirements by the state, in the form of a **ONE TIME PAYMENT**.

OVERVIEW

The City of Lauderdale Lakes will be accepting applications from condominium owners who are 55 years and older residents that are currently facing financial distress. Assistance will be provided to eligible Condo owners on a first come- first qualified- first served basis and as long as funding is available.

Information provided by the applicant(s) may be subject to Chapter 119 Florida Status, regarding Open Records.

The Development Services Grant staff will contact applicants by email should additional information or documentation be required. **Incomplete applications will delay the review process and insufficient information and/or documents may result in denial.**

PROGRAM DESCRIPTIONS

Mortgage Assistance Program

Summary: Funds will be awarded to Condo owners, and mortgage institutions; as one-time payment for households that show financial hardship.

Maximum Award: Maximum award **up to** $4,000 for mortgage payments per qualified household.

Eligible Activity: One-time emergency payment on behalf of eligible families for mortgage **(principal and interest, insurance or taxes)** payments to prevent foreclosure.

DRAFT

LAUDERDALE LAKES

CONDOMINIUM

MORTGAGE ASSISTANCE

Additional Information:

1. Award amount will vary based upon need and will be determined on a case by case basis.
2. Mortgage assistance program for residents who earn less 80% AMI.
3. Payment sustainability after assistance is the applicants' responsibility.
4. The dwelling must be located within City of Lauderdale Lakes city limits.
5. Families to be assisted must be the Condo owner's primary residence.
6. The mortgage payment must be past due at the time of application.
7. The applicant must document financial hardship in the form of a notarized letter (Loss of income, under-employment, un-employment etc.)
8. Applicant must provide letter from mortgage institution with contact and payment information.
9. W-9 form from owner and lender must be submitted.
10. There will be no direct payment to applicant or household member, only to, mortgage institution.
11. Forms that require notarization, must be notarized before submission.
12. Mortgage assistance for principal, interest, taxes and or insurance escrows are covered.
13. Mortgage institution, must complete vendor registration information.
14. Submitted applications will be reviewed for completeness and eligibility. A maximum 10 day window will be allowed to remedy any identified application deficiency. If not, application will be voluntarily withdrawn or denied.
15. Properties in foreclosure or listed for short sale are not eligible.
16. Condo owners without a mortgage or with a reverse mortgage are not eligible for mortgage assistances.
17. Duplication of Benefits: In the event that applicant received, receives or is schedule to receive additional funds as a result of compensation, not previously disclosed, the Program, must be immediately notified of a duplication of benefits.

DRAFT

LAUDERDALE LAKES

MORTGAGE ASSISTANCE PROGRAM

Supporting Documents:

1. Completed application package.
2. Government issued picture ID for all household members age 18 or older.
3. Social security card for all household member, regardless of age.
4. Proof of loss of income (Unemployment Benefits, last six consecutive paystubs, Tax Returns for last 2 years, W2 for last 2 years, notice of layoff from employer and/or Employer Verification Form completed by employer, etc.) for all household members 18 years or older; profit and loss statement if self-employed.
5. Duplication of Benefits Affidavit.
6. Mortgage institution affidavit accepting terms and conditions of the program.
7. Payment history from mortgage institution.
8. Documentation of loss of income from employer or other sources.
9. Notarized Hardship letter must include: Name, address, date, reason for loss of employment / reduced income, your signature, and notarization.
10. Any additional documents requested by staff.

Information provided by applicant(s) may be subject to Chapter 119 Florida Statues, regarding Open Records.

Processing of a complete application package could take as long as 30 business days. The Development Services Grants Division staff member will contact applicants by email or mail should additional information or documentation be required. Incomplete applications will delay the review process and insufficient information and/or documents may result in denial. Payment will be made 30 days after application is approved.

LAUDERDALE LAKES

MORTGAGE ASSISTANCE

PROGRAM

CHECKLIST

- Complete and signed application - must return with original signatures.
- Attach **COPIES of ALL** required documents listed below. Staff cannot make copies.
- Incomplete Applications cannot be processed and will be returned.

☐ **MORTGAGE ASSISTANCE PROGRAM - MANDATORY DOCUMENTS:**

Items listed below must be present at the time of submittal.

- Mortgage Statement showing past due.
- Proof of homestead, ownership and current on property taxes.
- Lender agreement accepting terms and conditions of the program.
- W-9 form required for Mortgage Lender.

☐ **SUPPORTING DOCUMENTATION**

Items listed below must be present at the time of submittal.

- Government issued picture ID for all household members age 18 or older.
- Proof of loss of income (Unemployment Benefits, last six consecutive paystubs, Tax Returns for last 2 years, W2 for last 2 years, notice of layoff from employer and/or Employer Verification Form completed by employer, etc.)
- Notarized Hardship letter must include: Name, address, date, reason for loss of employment / reduced income, your signature, and notarization.
- If applicable Conflict of Interest Disclosure – (required for all applicants over 18)
- Signed Public Disclosure Form signed by all applicants over 18
- Duplication of Benefits form completed and notarized for all applicants over 18
- Additional documents may be requested to determine program eligibility

LAUDERDALE LAKES

MORTGAGE ASSISTANCE

PROGRAM

APPLICATION

Incomplete applications will **NOT** be accepted. Drop-off will be conducted at the Development Services Building located at 3521 NW 43rd Ave. Lauderdale Lakes, FL 33319.

	❑ MORTGAGE	

General Information:

	Applicant						Co-Applicant
Full Name							
Social Security #							
Date of Birth / Age							
E-mail							
Phone #							
Street Address		**City**		**State**		**Zip**	
Mailing Address		**City**		**State**		**Zip**	

Other Household Members: (Social Security #'s not required for household members under 18 years of age)

Name(s)	Social Security #	Date of Birth/Age	Relationship to Applicant

LAUDERDALE LAKES
MORTGAGE ASSISTANCE
PROGRAM

Full-Time Student:

If any household member other than the applicant, co-app, or spouse of applicant is a FULL-TIME STUDENT – AGE 18 OR OLDER please list:	
NAME(s):	

Employment Information:

Applicant	Check box, if retired: ☐ unemployed: ☐
Employee Name:	Employer Name:
Position:	Supervisor:
Address:	Time Employed:
Pay Rate:	Pay Frequency:
Annual Income (gross salary, overtime, tips, bonuses, etc.): $	
Phone: Fax:	

Co-Applicant	
Employee Name:	Employer Name:
Position:	Supervisor:
Address:	Time Employed:
Pay Rate:	Pay Frequency:
Annual Income (gross salary, overtime, tips, bonuses, etc.): $	
Phone Fax:	

NOTE: Attach additional sheets as necessary for all household members 18 years and over.

LAUDERDALE LAKES
MORTGAGE ASSISTANCE
PROGRAM

Applicant:

Does Applicant/Co-Applicant Own the Condominium?	☐ **Yes** ☐ **No**
Monthly Mortgage: $	

Ethnicity/Special Needs:

Optional for reporting purposes only, please check all that apply for Head of Household Only

☐ White ☐ Black ☐ Hispanic Asian/Pacific Islander Native American

☐ Disabled or Disabled Minor ☐ Elderly ☐ Special needs ☐ Farmworker

☐ Other_____

Are you a City of Lauderdale Lakes employee?	**Yes** **No**
Are you a family member of a City of Lauderdale Lakes employee	**Yes** **No**

If you answered **YES** to any of the above questions, please complete the "Conflict of Interest Disclosure Form" attachment.

LAUDERDALE LAKES
MORTGAGE ASSISTANCE
PROGRAM

I/we understand that Florida Statute 817 provides that willful false statements or misrepresentation concerning income; asset or liability information relating to financial condition is a misdemeanor of the first degree, punishable by fines and imprisonment provided under Statutes 775.082 or 775.83. I/we further understand that any willful misstatement of information will be grounds for disqualification. I/we certify that the application information provided is true and complete to the best of my/our knowledge. I/we consent to the disclosure of information for the purpose of income verification related to making a determination of my/our eligibility for program assistance. I/we agree to provide any documentation needed to assist in determining eligibility and are aware that all information and documents provided are a matter of public record.

Signature of Applicant	**Print Name**	**Date**
Signature of Co-Applicant or Household Member 18+	**Print Name**	**Date**
Signature of Household Member 18+	**Print Name**	**Date**
Signature of Household Member 18+	**Print Name**	**Date**
Signature of Household Member 18+	**Print Name**	**Date**

LAUDERDALE LAKES

MORTGAGE ASSISTANCE

PROGRAM

PUBLIC RECORDS DISCLOSURE AND ACKNOWLEDGEMENT

Information provided by the applicant may be subject to Chapter 119, Florida Statutes regarding Open Records. Information provided by you that is not protected by Florida Statues can be requested by any individual for their review and/or use. This is without regard as to whether or not you qualify for funding under the program(s) for which you are applying.

Having been advised of this fact prior to making application for assistance for supplying any information, I/we agree to hold harmless and indemnify City of Lauderdale Lakes, any agency, its officers, employees, stockholders, agents, successors and assigns from any and all liability and costs that may arise due to compliance with the provisions of Chapter 119, Florida Statutes.

I/We agree that the City of Lauderdale Lakes does not have any duty or obligation to assert any defense, exception, or exemption to prevent any or all information given to the City of Lauderdale Lakes in connection with this application, or obtained by them in connection with this application, from being disclosed pursuant to a public records law request.

Furthermore, by signing below, I/we agree that City of Lauderdale Lakes does not have any obligation or duty to provide me/us with notice that a public records law request has been made.

I/We agree to hold harmless the City of Lauderdale Lakes, any governmental agency, its officers, employees, stock holders, agents, successors and assigns from any and all liability that may arise due to my /our funding received from the City of Lauderdale Lakes.

Applicant Signature Date

Co-Applicant Signature Date

LAUDERDALE LAKES
MORTGAGE ASSISTANCE
PROGRAM

Complete this section if applicable only

The following people moved out from this address:

_____ _____

_____ _____

I may be contacted at the following numbers regarding this matter:

Name:_____

Business Name: *(If Different)* _____

Mailing Address: _____

Phone Number: _____

Alternate Contact:_____ Phone Number_____

Email Address: _____

Applicant's Signature:_____ Date: _____

LAUDERDALE LAKES
MORTGAGE ASSISTANCE
PROGRAM

DUPLICATION OF BENEFITS AFFIDAVIT

I,_____, do firmly affirm and certify, under penalty, that the information and statements made below are true, correct and complete.

I hereby verify that I have **not** received any duplication of Benefits for, Mortgage Assistance. I understand that should the City of Lauderdale Lakes determine that I have received a duplication of benefits, I will be responsible for repayment of all funds received.

Dated this_____day of_____20__.

_____ _____

Applicant Signature Applicant Name

The foregoing instrument was acknowledged before me **by means of ☐ physical presence or ☐ online notarization**, this_____day of_____, 20__, by_____.

_____

Notary Public

LAUDERDALE LAKES
MORTGAGE ASSISTANCE
PROGRAM

CONFLICT OF INTEREST DISCLOSURE

Conflict of Interest Regulations: In accordance with 24 CFR 570.611(b)(c); 24 CFR 214.303(f); 2 CFR 200; FAC 67-37; FS 112 and 420; City HR-42; A person in a position of trust, direct interest, director, employee, officer, contractor, volunteer, agent of participating agency or the family member of any individual holding these positions shall not engage in activities that create a real or apparent conflict of interest.

The purpose of this document is to assist in the determination of whether additional restrictions, oversight, or other conditions might be advisable prior to execution of any contract, finding or providing assistance. The term "Conflict of Interest" refers to situations in which financial or other personal considerations may compromise or have the appearance of compromising professional judgment in following the rules and regulation of the program.

Please mark the appropriate box for each question and complete the attachment if indicated.

Applicant Name	Property Address	City, State, Zip Code

Co-Applicant Name

A "Covered Employee" is a current employee, agent, consultant or elected official or officer of any City agency.

1. Are you a Covered Employee?
   - ☐ Yes (If Yes, please complete "Attachment")
   - ☐ No
2. Do you, or any person who holds an ownership or financial interest (including tenancy) in the property described above, have an immediate family member (such as: spouse, domestic partner, child, stepchild, parent, stepparent, sibling, etc.) or any person who has business dealings or business ties to a **Covered Employee**?
   - ☐ Yes (If Yes, please complete "Attachment")
   - ☐ No

LAUDERDALE LAKES

MORTGAGE ASSISTANCE

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3. Do you, a family member, or any person who holds an ownership or financial interest in the property described above, have business dealings or business ties as an investor, owner, employee, realtor, lender, consultant, contractor, etc. that has a contractual relationship with the City of Lauderdale Lakes?

   ☐ Yes (If Yes, please complete "Attachment")

   ☐ No

Warning: knowingly and willingly making false or fraudulent statements to the City of Lauderdale Lakes may result in denial of assistance, civil penalties, and/or referral to law enforcement.

I have read and understand the Conflict of Interest Disclosure Form. I have disclosed all information required by this disclosure, if any, in an attached statement. I agree to comply with any conditions or restrictions imposed by the City of Lauderdale Lakes to reduce or eliminate actual and/or potential conflicts of interest. I will update this disclosure form promptly, if relevant circumstances change. I understand that this Disclosure is not a confidential document.

Signature of Applicant

Signature of Co-Applicant

If you are a City Employee or Affiliate, please complete the relevant section(s) below:

Applicant (Employee's or Affiliate 's Name):	
Applicant's Relationship with the Employee or Affiliate	❑ Self ❑ Member of Applicant's family ❑ Associated with an organization that employs or is about to employ Applicant

LAUDERDALE LAKES

MORTGAGE ASSISTANCE

PROGRAM

	❑ Has a financial or other interest in or with Applicant ❑ Other:
Employee's Relationship to the City of Lauderdale Lakes	❑ Employee ❑ Agent ❑ Consultant ❑ Contractor ❑ Elected official ❑ Other:

DESCRIBE RELATIONSHIPS CHECK ABOVE:

LAUDERDALE LAKES
MORTGAGE ASSISTANCE
PROGRAM

Consent for Payment of Mortgage to Mortgage Lender

Request for payment #:_____ (Housing Options Program Only)

I,_____as the property owner, give my consent for payment and authorize

Lauderdale Lakes to pay $_____to_____

_____, as the "Mortgage Lender", for the period(s) indicated below.

The property is_____and is located at: _____

I understand that the mortgage assistance funds for which I am eligible, if any, can be paid only to the Mortgage Lender for the primary residence and cannot be transferred to any other Mortgage Lender. Further, I understand that I am authorizing the City of Lauderdale Lakes to pay the Mortgage Lender and if I relocate or change my mind about staying at the property after signing this Consent for Payment of Mortgage assistance to Lender, I will not have any claim to the mortgage assistance funds that are allocated to pay the Mortgage Lender.

NOTE: PAYMENTS ARE MADE BASED ON SUPERVISORY APPROVAL, AVAILABILITY OF FUNDS, VERIFICATION OF PROPERTY OWNERSHIP AND TIMELY SUBMISSION OF THE REQUIRED DOCUMENTS.

In consideration of the amount authorized above for payment by Lauderdale Lakes to the Mortgage Lender Landlord, I agree to make a payment of $_____to the Mortgage Lender to bring my account balance current.

_____

Property Owner Signature Date

MORTGAGE LENDER SECTION

I,_____, as the mortgage lender, agree to accept the above referenced payment of $_____ from Lauderdale Lakes.

I agree NOT to proceed with any foreclosure proceeding for non-payment of mortgage if payment by Lauderdale Lakes is authorized and rendered to me within 21 business days from the date of my signature

LAUDERDALE LAKES

MORTGAGE ASSISTANCE

PROGRAM

PERIOD OWED				AMOUNT OWED
FROM		TO		
FROM		TO		
FROM		TO		
FROM		TO		
FROM		TO		

LAUDERDALE LAKES MORTGAGE ASSISTANCE PROGRAM

Employment Verification Form (To be completed by Employer)

Employer Information:

1. Company Name: _____
2. Address: _____
3. Telephone Number:_____FAX Number: _____

Employee Information:

4. Employee Name: _____
5. Employee Social Security Number: _____
6. This employee is paid:_____Daily_____Weekly_____Bi-Weekly_____
7. Twice Monthly_____Monthly _____
8. Hourly pay rate: $_____/hour Weekly scheduled working hours: _____
9. List GROSS amounts and dates of checks or cash earned by this employee during the past 90 days:

Date	Amount

10. Does this employee receive tips in addition to the above earnings? (complete only if applicable)
    Yes No

Approximate amount of tips received and frequency: $_____/_____

11. Reason for income decrease (complete only if applicable):

12. Date income will return to normal (complete only if applicable):

    - Expected Hourly pay rate: $ / hour;
    - Expected Weekly scheduled working hours:

13. Date employment started: Date employment stopped:

14. Reason for termination (complete only if applicable):

15. Will employee be eligible for re-hire if position becomes available? (complete only if applicable) (check one only) YESNO (For "NO" please give reason):

LAUDERDALE LAKES MORTGAGE ASSISTANCE PROGRAM

Employer Certification:

WHAT I HAVE WRITTEN ON THIS FORM IS TRUE TO THE BEST OF MY KNOWLEDGE.

_____

Name and title of Official completing

_____

Signature of Official completing information

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▸ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

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

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▸ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▸

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

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

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

Social security number

			–		–				

or

Employer identification number

		–							

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here **Signature of U.S. person** ▸ **Date** ▸

General Instructions

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

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

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting,* later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the instructions for Part II for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code,* later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships,* earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code,* later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities 3—

A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a) 11—

A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 5[2]
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities C—

A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a) J—

A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester,* later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at *www.SSA.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/Businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. Go to *www.irs.gov/Forms* to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to *www.irs.gov/OrderForms* to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code,* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account[1]
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor[2]
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee[1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner[1]
6. Sole proprietorship or disregarded entity owned by an individual	The owner[3]
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity[4]
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships,* earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov.* You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at *spam@uce.gov* or report them at *www.ftc.gov/complaint.* You can contact the FTC at *www.ftc.gov/idtheft* or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see *www.IdentityTheft.gov* and Pub. 5027.

Visit *www.irs.gov/IdentityTheft* to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

EXHIBIT B

City of Lauderdale Lakes
Development Services Department
4300 NW 36 Street
Lauderdale Lakes, FL 33319
(954) 535-2482



HOME IMPROVEMENT PROGRAM
(HIP)

Program Overview: The City of Lauderdale Lakes is funding a home improvement program for owner-occupied, single-family and condos within the City of Lauderdale Lakes. The HIP program will provide assistance to residents with improvements meeting the Florida Building Codes and Manufacturer's Specifications. These improvements will provide financial relief to residents who's income does not exceed 80% of Area Median Income (AMI).

PROGRAM GUIDLINES

Eligible Improvements: Based on life safety priority

- Replacement of air condition, water heater, electrical panel
- Replacement or fixing of broken windows, doors
- Repair/Replacements of Driveways (asphalt & plain concrete only) Fences (chain link & board only)
- Repainting of Homes
- Bathroom and Kitchen Fixtures

Ineligible Improvements**:**

- Unpermitted structures
- Additions
- Remodeling
- Driveways (stamped concrete and or pavers)
- Fencing (PVC and or other pre-fabricated material)

Program: To be eligible, your home must be owner occupied as the "primary residence"; have no outstanding City liens, open permits, AND no illegal enclosures or additions (work done without permit). Must be up-to-date with mortgage or fully owned. The City of Lauderdale Lakes is not responsible for code violations, liens/attached liens, open permits, or illegal structures. The City of Lauderdale Lakes will not award financing if any liens/attached liens, and/or open permits exist. Any and all payments will be made directly to contractors, not homeowners. Funding is available up to $35,000 per household to address the home improvement needed.

Application process: You must fully complete the application and provide copies of the required documentation as described in this application in order to be considered for any assistance. The applicant is the person who owns the house and is responsible for the mortgage payment. If you own the house with someone else, and they also occupy the property as their primary residence, co-applicant information **mus**t be provided. If you're married, your spouse must be listed as the co-applicant in the application.

Note: The program does not reimburse for any expenses prior to applying and/or completed outside the program guidelines.

APPLICATION SUPPORTING DOCUMENTATION LIST

Dear Applicant(s),

Thank you for showing interest in the HIP program. Attached is the application package. Due to funding requirements and program guidelines, all the information in the package must be complete. **COPIES** of the following documents are **required** to be submitted with your **COMPLETED** application:

1. Proof of one (1) of the below Identifications (**for both** Applicant and Co-Applicant)
   - State issued picture ID
   - Passport
   - Resident Card

2. Proof of Property Ownership.
   - Warranty deed or Quit claim deed

3. Proof of primary residence.
   - *If property recently purchased, please provide a copy of the Closing Disclosure **and** confirmation page submission of Homestead Exemption application.*

4. Proof that you are current on your property taxes.
   - Broward County Property Tax payment receipt or Notice of Valorem Taxes

5. Most recent mortgage statement, showing that you are current on your payments.
   - Satisfaction of Mortgage *(If owned out right)*

6. Proof that you are current on your Homeowner Association Dues *(if applicable)*.

7. "Declaration Page" of your current Homeowners Insurance Policy

8. "Declaration Page" of your current Flood insurance Policy (*if applicable*).

9. Current utility bill (i.e. FPL or Water)

10. First page of a recent bank statement displaying name and address of applicant and/or co-applicant.

11. Last four consecutive paystubs, Tax Returns for last 2 years, W2 for last 2 years, for all household members 18 years or older; profit and loss statement if self-employed.

12. Proof of marriage certificate (*if applicable*)
    - *If divorced, a copy of the divorce decree will need to be provided.*
    - *If spouse is deceased, a copy of death certificate will need to be provided.*

These documents will not be returned to you. Once your completed application and all required documents are received, staff will review and make a further determination of eligibility. If you need a notary, the City will provide notary services free of charge for this application.

Sincerely,

Tanja McCoy, AICP, CGC, CFM
Director of Development Services

City of Lauderdale Lakes
Development Services Department
4300 NW 36 Street
Lauderdale Lakes, FL 33319
(954) 535-2482

Home Improvement Program Application

Information contained herein shall be kept confidential and shall be used only for the purpose of determining eligibility for HIP.

PLEASE PRINT CLEARLY

APPLICANT

First Name:	Middle Initial:	Last Name:
Address:		
City: **Lauderdale Lakes**	State: **Florida**	Zip Code:
Contact Number:	E-mail:	

CO-APPLICANT

First Name:	Middle Initial:	Last Name:
Contact Number:	E-mail:	

APPLICANT

Marital Status: ❑ Married ❑ Single ❑ Divorced
❑ Widower ❑ Separated
Relationship to Co Applicant:_____
Race: ❑ Black not Hispanic ❑ White ❑ Hispanic
❑ Other (Specify)_____
Sex: ❑ Male ❑ Female

CO-APPLICANT

Marital Status: ❑ Married ❑ Single ❑ Divorced
❑ Widower ❑ Separated
Relationship to Applicant:_____
Race: ❑ Black not Hispanic ❑ White ❑ Hispanic
❑ Other (Specify)_____
Sex: ❑ Male ❑ Female

1. Are you a City of Lauderdale Lakes Employee: Yes ❑ No ❑ If yes, which department _____
2. Are you related to a City: employee, elected official, or any Board member? Yes ❑ No ❑
   If yes, name of relative and relationship to relative _____
3. Are there other parties on the Warranty Deed? Yes ❑ No ❑
   Name: _____ Relationship: _____
4. Is the first mortgage current? Yes ❑ No ❑ Most recent month paid? _____
5. Are you part of a Home Owner Association (HOA)? Yes ❑ No ❑
6. Home Improvement Needed: _____
8. Are there any outstanding judgments and/or liens against the property? Yes ❑ No ❑

MORTGAGE INFORMATION

1st Mortgage Lender:_____	Loan No.:_____
800 Customer Service No.:_____	Payment Amount:$_____
Is the first mortgage current? Yes ❑ No ❑	Next payment due date:_____
2nd Mortgage Lender:_____	Loan No.:_____
800 Customer Service No.:_____	Payment Amount:$_____
Is the first mortgage current? Yes ❑ No ❑	Next payment due date:_____

AUTHORIZATION TO VERIFY INFORMATION

City of Lauderdale Lakes
Development Services Department
4300 NW 36 Street
Lauderdale Lakes, FL 33319
(954) 535-2482

This is authorization for the City of Lauderdale Lakes to verify previous or current information regarding me/us. The undersigned(s) specifically acknowledges that (1) verification or re-verification of any information contained in this application may be made by the City of Lauderdale Lakes from any source named in this application, and other sources not specifically identified here; (2) the City of Lauderdale Lakes may make copies of this application for distribution to any party with which (we) have a financial or credit relationship and that any party may treat such copy, including a faxed copy, as an original; (3) the property will be occupied as the applicant's primary residence.

AGREEMENT

The undersigned understands that the intent of this application is for the purpose of pre-qualifying only and does not guarantee acceptance or approval, and no commitment is hereby made on the part of either the applicant or the City of Lauderdale Lakes. I/We understand that after I/we are determined to be eligible, there may be several home visits (i.e. pre-inspection, inspection, pre-bid meeting) made by a City representative. However, this does not guarantee that my/our home will receive funding. I/We understand that the City of Lauderdale Lakes will not award financing if any liens, and/or open permits exist. I/We understand that as homeowners we are responsible for any violations or liens that come about while applying for the grant. I/We understand that if selected to receive funding and allowed to enter into a contract, it is understood that only the work contained in the contract specifications shall be completed. There shall be no private agreements of any kind between me/us and the selected Contractor other than as referenced in the City's Invitation for bid. I/We further understand that all information and documents provided with, and in association with this application, are public records, and as such are subject to the State of Florida's public records laws.

I/We certify the information provided in this application is true and correct as of the date set forth opposite my/our signature(s) on this application. The undersigned(s) further understands that all statements made in this application are true and made for the purposes of participating in this Home Improvement Program. Any property assisted under this program will not be used for any illegal or restricted purposes, and will be used solely as my/our principal residence. The undersigned further understands that he/she must own and live in the unit for a period of five (5) years. As well as complete the Declaration of Domicile and provide the requested documents during the term of the loan if awarded. The undersigned applies to participate in the Home Improvement Program indicated in this application, which may require a loan to be secured as a second mortgage on the property for funds received through this program. The City of Lauderdale Lakes is not responsible for any damage, and I/we the undersigned release and hold harmless the City of Lauderdale Lakes from any and all liabilities to myself/ourselves and personal property.

Any intentionally false or fraudulent statement or supporting document will constitute cancellation of this application, and liability in any legal action brought against me/us by the City. The City of Lauderdale Lakes is hereby authorized to verify any of the above information and as needed to inspect the property prior to approval. I/we agree to have no claim for defamation, violation of privacy or other claims against any person, firm or corporation by reason of any statement or information released by them to the City of Lauderdale Lakes.

Applicant's Name	Applicant's Signature	Date
Co-Applicant's Name	Co-Applicant's Signature	Date

PENALTY FOR FALSE OR FRAUDULENT STATEMENT: Federal law, U.S.C. Title 18, Sec. 1001 and 1014, provides: Whoever, in any matter within the jurisdiction of any department or agency of the U.S. knowingly and

City of Lauderdale Lakes
Development Services Department
4300 NW 36 Street
Lauderdale Lakes, FL 33319
(954) 535-2482

willfully falsifies or makes false, fictitious or fraudulent statements, or entries, shall be fined not more than $10,000 or imprisoned for not more than five years, or both.

PRIVACY ACT NOTICE

This information is to be used by the agency collecting it, or its assignees, in determining whether you qualify as a prospective grant or loan client under its Program. It will not be disclosed outside the agency except as required and permitted by law. Failure to provide this information may delay or result in rejection of your application. All information you provide is subject to Florida's public records laws.

_____	_____	_____
Applicant's Name	Applicant's Signature	Date
_____	_____	_____
Co-Applicant's Name	Co-Applicant's Signature	Date

STATE OF FLORIDA)
) ss:
COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____.

By_____ who/whom is/are

☐ personally known to me or ☐ Produced Identification (Florida Driver's License/State ID).

_____
Notary Public Signature

Seal:

Office Use Only (Date stamp once verify application is completed)

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes Contract Requirement: No

Title

DISCUSSION REGARDING THE CITY COMMISSION'S STRATEGIC PLANNING RETREAT

Summary

This is a discussion regarding the City Commission's review and update of the City's strategic plan and setting priorities for the upcoming budget for fiscal year 2027.

Staff Recommendation

Background:

A planning retreat gives commissioners and staff to review the city's past performance, current situation and set goals for the future.

Funding Source:

The General Fund.

Fiscal Impact:

$800.

Sponsor Name/Department: Sharon Haynes, Financial Services Director, CPA, CPFO

Meeting Date: 1/12/2026

ATTACHMENTS:

	Description	Type
🗋	Narrative	Cover Memo

To: The City Commission

From Sharon Haynes

C: Venice Howard; Acting City Manager

Date: January 6, 2026

RE: Strategic Planning Retreat.

As the City prepares to update its strategic goals and establish priorities for the upcoming budget year, it is imperative that the City Commission and senior staff convene for a full-day Strategic Planning Retreat. This retreat is essential to ensure informed, deliberate decision-making at a critical juncture for the City of Lauderdale Lakes.

During this session, the Commission will review the strategic goals adopted over the past five years to determine which objectives have been achieved, which remain outstanding, and which should be revised or removed. The retreat will also provide an opportunity to identify and adopt new strategic goals that reflect the City's current challenges and future direction.

Staff is respectfully requesting the **immediate cooperation of the City Commission in identifying and committing to a date that allows full-day attendance** by all members. Timely scheduling is critical to ensure that the outcomes of this retreat meaningfully inform the upcoming budget development process.

The retreat will focus on the following strategic goals that were set in 2020.

- Enhance Public Safety
- Public Engagement
- Improve Public Image

- Maintain and Improve Public Infrastructure
- Maximize Economic Development
- Enhance Growth Management Codes
- Attract, Retain, Develop, and Train the Workforce
- Maintain and Enhance Funding
- Enhance Technology Services

Equally important, the retreat must establish **clear priorities for the upcoming budget year**. Over the past three fiscal years, the City has relied on fund balance to achieve budgetary balance, and **Fiscal Year 2025 is projected to end with a deficit**. This trend is unsustainable and requires immediate, focused attention.

Accordingly, the retreat must result in **practical, measurable, and realistic strategies** to strengthen the City's long-term financial stability. Decisive action at this stage is critical to avoid further erosion of fiscal capacity and to position the City for responsible growth.

Your prompt response and commitment to this planning effort are essential. Staff stands ready to coordinate logistics upon direction from the Commission.

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes Contract Requirement:

Title

DISCUSSION REGARDING THE PROCESS FOR REQUEST FOR DONATIONS FROM THE CITY

Summary

This is a discussion regarding a proposal by which a request to the City can be used to determine eligibility for financial awards.

Staff Recommendation

Background:

The current code does not provide much guidance on how awardees should be selected and what criteria should be used to determine organizations eligible for assistance.

Funding Source:

The General Fund

Fiscal Impact:

Amount is appropriated by Budget for each fiscal year. The budget for fiscal 2026 is $40,626.

Sponsor Name/Department: Sharon Haynes, Financial Services Director, CPA, CPFO

Meeting Date: 1/12/2026

ATTACHMENTS:

	Description	Type
🗋	Discussion Memo	Cover Memo
🗋	Proposed Policy Update	Presentation

To: City Commission

From: Sharon Haynes, Financial Services Director

cc: Venice Howard, Acting City Manager

Date: December 31, 2025

Re: Aid to Organizations

The current city code referencing aids to organizations only spells out three requirements for organizations to meet in requesting a donation. **The code does not provide any criteria for evaluation, scoring and award of donation.**

This memo seeks to establish criteria for evaluating request to the city for donations.

The criteria's established in the code are

1: **That the award serves a public purpose**

2: That the award benefits the city

3: That the applicant provides a certified financial statement dated no more than one year older than the time of application.

Staff hereby recommends these additional criteria's that can be adopted as a policy for evaluation.

A: Alignment to City's Mission and Vision

B: Organizational Capacity.

C: Community Engagement and Inclusion

D: Financial Health

E: Performance Indicators.

Staff further recommends that a scoring model be utilized to determine an organizations eligibility to receive funding. Staffs further propose that the request for certified statements be amended to a set of financial statements to include an income statement and balance sheet as prepared by and attested to by the organization's accountant or financial representative.

The below model is recommended for evaluation of request for donations.

SCORING MODEL

Public Purpose- 10% (Clear articulation of the problem being addressed, use of credible data to support need, compliance with rules and regulations)

Benefits to the City- 10% (Meaningful involvement of community members or beneficiaries, inclusion of marginalized sectors, cultural competency)

Organization's Capacity – 10% (Experience and qualification of leadership, program past success, partnerships with other organizations)

Financial Health- 15% (percentage of funding used for program, Diversified funding source, reasonable budget, demonstrated gap in funding)

Performance Measures- 5% (Defined Metrics, Measurable outcomes)

Key questions to be answered during the evaluation are, does the organization address a problem within the city, will the program produce meaningful result, does the organization have the ability to deliver on its mission, will funds be managed responsibly, and can the results be measured.

Donors can be made to submit the necessary information for evaluation. An evaluation committee should be established by the city manager to evaluate all request and make recommendation to the city commission on donors found eligible for awards. Organization falling below 25% should not be eligible for an award.

Awards should be made based on need and available funding.

The city also receives a number of requests for sponsorship, while the criteria for receiving a donation will not be applicable in those situations, the criteria's used in assessing request for donation may be utilized to determine which events to sponsor.

CITY OF LAUDERDALE LAKES

Aid to Organizations

Proposed Policy update

January 12, 2026



Lauderdalelakes.org 954-535-2700 4300 NW 36th Street Lauderdale Lakes, FL 33319

Current City's Ordinance

The criteria's established in the code are:

- That the award serves a public purpose
- That the award benefits the city
- That the applicant provides a certified financial statement dated no more than one year older than the time of application

Proposed Policy

- Alignment to City's Mission and Vision
- Organizational Capacity.
- Community Engagement and Inclusion
- Financial Health
- Performance Indicators

Proposed Scoring Model

- **Public Purpose- 10%** (Clear articulation of the problem being addressed, use of credible data to support need, compliance with rules and regulations)
- **Benefits to the City- 10%** (Meaningful involvement of community members or beneficiaries, inclusion of marginalized sectors, cultural competency)
- **Organization's Capacity – 10%** (Experience and qualification of leadership, program past success, partnerships with other organizations)
- **Financial Health- 15%** (percentage of funding used for program, Diversified funding source, reasonable budget, demonstrated gap in funding)
- **Performance Measures- 5%** (Defined Metrics, Measurable outcomes)

Eligibility For Award

- Donors submitting the required documentation
- Donors scoring above 25%
- Programs that produce meaningful results

Sponsorships

- Differs from request for donations.
- Do not need to submit the documents as per request for donations.
- Similar criteria can be used to determine award.



CITY OF LAUDERDALE LAKES

THANK YOU

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes Contract Requirement: Yes

Title

DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO AWARD A CONTRACT FOR THE NORTHGATE PARK IMPROVEMENTS PROJECT UTILIZING THE INTERLOCAL PURCHASING SYSTEM (TIPS) COOPERATIVE PROGRAM

Summary

This is a discussion regarding awarding a contract for the Northgate Park Improvement Project utilizing The Interlocal Purchasing System cooperative program.

Staff Recommendation

Background:

The City of Lauderdale Lakes is undertaking improvements at Northgate Park to enhance recreational amenities, aesthetics, and overall park usability for residents and visitors. The project is funded through a Florida Recreation Development Assistance Program (FRDAP) Grant and must be completed no later than April 30, 2026. The improvements focus on fitness amenities, seating, wall restoration, and comprehensive landscaping enhancements

All proposals shall include costs for all materials, equipment, labor, supervision, taxes, insurance, bonds, miscellaneous costs and Contractor's overhead and profit. Note that change orders are not considered for costs related to any of the above.

The request was issued on the TIPS platform on December 15, 2025 for vendors awarded on the following contracts:

Vendors	Contract #	Contract Description
48	250902	Grounds Maintenance Goods and Services
12	24090702	Gym Floors, Repairs, Replacements, and Services (JOC)
141	250503	MRO (Maintenance, Repair and Operations of Facilities and Grounds) Supplies, Equipment, Tool Rental, Sales and Services

and are required to schedule a site visit before January 6, 2025.

All proposals are due on January 16, 2026.

Funding Source:

The Grant ($50,000.00), was awarded to the City upon execution of the FRDAP Grant Agreement (Agreement No A.2461) on December 12, 2023.

The NTP from FDEP was given on May 12, 2025. We have till April 30, 2026 to complete construction and June 30, 2026 to close out the grant.

Fiscal Impact:

Not available at time of publication.

Sponsor Name/Department: Aazam Piprawala; Procurement Administrator, Ronald Desbrunes, Director, Public Works

Meeting Date: 1/12/2026

ATTACHMENTS:

Description	Type
_Notice to Commence- A24061 (NTP) - 5.12.25	Backup Material
NORTHGATE PARK PLAN	Backup Material
Exhibit A	Exhibit

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Standard Grant Agreement

This Agreement is entered into between the Parties named below, pursuant to section 215.971, Florida Statutes:

1. Project Title (Project): **Northgate Park** — Agreement Number: **A2461**

2. Parties: **State of Florida Department of Environmental Protection, 3900 Commonwealth Boulevard, Tallahassee, Florida 32399-3000** (Department)

Grantee Name: **City of Lauderdale Lakes** — Entity Type: **local government**

Grantee Address: **4300 Northwest 36th St, Lauderdale Lakes, FL 33319** — FEID: **59-0974050** (Grantee)

3. Agreement Begin Date: **upon execution** — Project Completion Date: **April 30, 2026** — Date of Expiration: **June 30, 2026**

4. Project Number: **A24061** *(If different from Agreement Number)* — Project Location(s): **3555 W Oakland Park Blvd, LL, 33319**

Project Description: **New exercise station, picnic facilities (2 new tables), landscaping.**

5. Total Amount of Funding: **$ 50,000.00**

Funding Source?	Award #s or Line-Item Appropriations:	Amount per Source(s):
☑ State ☐Federal	**Line Item No. 1796, GAA, FY 2023-2024**	**$ 50,000.00**
☐ State ☐Federal		$
☐ Grantee Match		$
	Total Amount of Funding + Grantee Match, if any:	**$ 50,000.00**

6. Department's Grant Manager
Name: **Reilly Allman** or successor
Address: **3900 Commonwealth Blvd, MS #585, Tallahassee, FL, 32399**
Phone: **850-245-2783**
Email: **reilly.allman@floridadep.gov**

Grantee's Grant Manager
Name: **Heidi Brocks** or successor
Address: **4300 Northwest 36th St, Lauderdale Lakes, FL 33319**
Phone: **954-535-2700**
Email: **heidib@lauderdalelakes.org**

7. The Parties agree to comply with the terms and conditions of the following attachments and exhibits which are hereby incorporated by reference:

☑ Attachment 1: Standard Terms and Conditions Applicable to All Grants Agreements
☑ Attachment 2: Special Terms and Conditions
☑ Attachment 3: Grant Work Plan
☑ Attachment 4: Public Records Requirements
☑ Attachment 5: Special Audit Requirements
☑ Attachment 6: Program-Specific Requirements
☐ Attachment 7: Grant Award Terms (Federal) *Copy available at https://facts.fldfs.com, in accordance with section 215.985, F.S.
☐ Attachment 8: Federal Regulations and Terms (Federal)
☐ Additional Attachments (if necessary):
☑ Exhibit A: Progress Report Form
☐ Exhibit B: Property Reporting Form
☑ Exhibit C: Payment Request Summary Form
☐ Exhibit D: Quality Assurance Requirements
☐ Exhibit E: Advance Payment Terms and Interest Earned Memo
☐ Exhibit F: Common Carrier or Contracted Carrier Attestation Form PUR1808 (State)
☐ Exhibit H: Non-Profit Organization Compensation Form (State)

☐ Additional Exhibits (if necessary):	
8. The following information applies to Federal Grants only and is identified in accordance with 2 CFR 200.331 (a) (1):	
Federal Award Identification Number(s) (FAIN):	
Federal Award Date to Department:	
Total Federal Funds Obligated by this Agreement:	
Federal Awarding Agency:	
Award R&D?	☐ Yes ☐N/A

IN WITNESS WHEREOF, this Agreement shall be effective on the date indicated by the Agreement Begin Date unless another date is specified in the grant documents.

City of Lauderdale Lakes **GRANTEE**

Grantee Name

By _____ 12/12/2023
(Authorized Signature) Date Signed

TREASA BROWN STUBBS, CITY MANAGER
Print Name and Title of Person Signing

State of Florida Department of Environmental Protection **DEPARTMENT**

By _____
Secretary or Designee Date Signed

Print Name and Title of Person Signing

☐ Additional signatures attached on separate page.

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
STANDARD TERMS AND CONDITIONS
APPLICABLE TO GRANT AGREEMENTS

ATTACHMENT 1

1. Entire Agreement.

This Grant Agreement, including any Attachments and Exhibits referred to herein and/or attached hereto (Agreement), constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, whether written or oral, with respect to such subject matter. Any terms and conditions included on Grantee's forms or invoices shall be null and void.

2. Grant Administration.

a. Order of Precedence. If there are conflicting provisions among the documents that make up the Agreement, the order of precedence for interpretation of the Agreement is as follows:
   i. Standard Grant Agreement
   ii. Attachments other than Attachment 1, in numerical order as designated in the Standard Grant Agreement
   iii. Attachment 1, Standard Terms and Conditions
   iv. The Exhibits in the order designated in the Standard Grant Agreement

b. All approvals, written or verbal, and other written communication among the parties, including all notices, shall be obtained by or sent to the parties' Grant Managers. All written communication shall be by electronic mail, U.S. Mail, a courier delivery service, or delivered in person. Notices shall be considered delivered when reflected by an electronic mail read receipt, a courier service delivery receipt, other mail service delivery receipt, or when receipt is acknowledged by recipient. If the notice is delivered in multiple ways, the notice will be considered delivered at the earliest delivery time.

c. If a different Grant Manager is designated by either party after execution of this Agreement, notice of the name and contact information of the new Grant Manager will be submitted in writing to the other party and maintained in the respective parties' records. A change of Grant Manager does not require a formal amendment or change order to the Agreement.

d. This Agreement may be amended, through a formal amendment or a change order, only by a written agreement between both parties. A formal amendment to this Agreement is required for changes which cause any of the following:
   (1) an increase or decrease in the Agreement funding amount;
   (2) a change in Grantee's match requirements;
   (3) a change in the expiration date of the Agreement; and/or
   (4) changes to the cumulative amount of funding transfers between approved budget categories, as defined in Attachment 3, Grant Work Plan, that exceeds or is expected to exceed twenty percent (20%) of the total budget as last approved by Department.
   A change order to this Agreement may be used when:
   (1) task timelines within the current authorized Agreement period change;
   (2) the cumulative transfer of funds between approved budget categories, as defined in Attachment 3, Grant Work Plan, are less than twenty percent (20%) of the total budget as last approved by Department;
   (3) changing the current funding source as stated in the Standard Grant Agreement; and/or
   (4) fund transfers between budget categories for the purposes of meeting match requirements.
   This Agreement may be amended to provide for additional services if additional funding is made available by the Legislature.

e. All days in this Agreement are calendar days unless otherwise specified.

3. Agreement Duration.

The term of the Agreement shall begin and end on the dates indicated in the Standard Grant Agreement, unless extended or terminated earlier in accordance with the applicable terms and conditions. The Grantee shall be eligible for reimbursement for work performed on or after the date of execution through the expiration date of this Agreement, unless otherwise specified in Attachment 2, Special Terms and Conditions. However, work performed prior to the execution of this Agreement may be reimbursable or used for match purposes if permitted by the Special Terms and Conditions.

4. Deliverables.

The Grantee agrees to render the services or other units of deliverables as set forth in Attachment 3, Grant Work Plan. The services or other units of deliverables shall be delivered in accordance with the schedule and at the pricing outlined in the Grant Work Plan. Deliverables may be comprised of activities that must be completed prior to Department making payment on that deliverable. The Grantee agrees to perform in accordance with the terms and conditions set forth in this Agreement and all attachments and exhibits incorporated by the Standard Grant Agreement.

5. Performance Measures.

The Grantee warrants that: (1) the services will be performed by qualified personnel; (2) the services will be of the kind and quality described in the Grant Work Plan; (3) the services will be performed in a professional and workmanlike manner in accordance with industry standards and practices; (4) the services shall not and do not knowingly infringe upon the intellectual property rights, or any other proprietary rights, of any third party; and (5) its employees, subcontractors, and/or subgrantees shall comply with any security and safety requirements and processes, if provided by Department, for work done at the Project Location(s). The Department reserves the right to investigate or inspect at any time to determine whether the services or qualifications offered by Grantee meet the Agreement requirements. Notwithstanding any provisions herein to the contrary, written acceptance of a particular deliverable does not foreclose Department's remedies in the event deficiencies in the deliverable cannot be readily measured at the time of delivery.

6. Acceptance of Deliverables.

a. Acceptance Process. All deliverables must be received and accepted in writing by Department's Grant Manager before payment. The Grantee shall work diligently to correct all deficiencies in the deliverable that remain outstanding, within a reasonable time at Grantee's expense. If Department's Grant Manager does not accept the deliverables within 30 days of receipt, they will be deemed rejected.

b. Rejection of Deliverables. The Department reserves the right to reject deliverables, as outlined in the Grant Work Plan, as incomplete, inadequate, or unacceptable due, in whole or in part, to Grantee's lack of satisfactory performance under the terms of this Agreement. The Grantee's efforts to correct the rejected deliverables will be at Grantee's sole expense. Failure to fulfill the applicable technical requirements or complete all tasks or activities in accordance with the Grant Work Plan will result in rejection of the deliverable and the associated invoice. Payment for the rejected deliverable will not be issued unless the rejected deliverable is made acceptable to Department in accordance with the Agreement requirements. The Department, at its option, may allow additional time within which Grantee may remedy the objections noted by Department. The Grantee's failure to make adequate or acceptable deliverables after a reasonable opportunity to do so shall constitute an event of default.

7. Financial Consequences for Nonperformance.

a. Withholding Payment. In addition to the specific consequences explained in the Grant Work Plan and/or Special Terms and Conditions, the State of Florida (State) reserves the right to withhold payment when the Grantee has failed to perform/comply with provisions of this Agreement. None of the financial consequences for nonperformance in this Agreement as more fully described in the Grant Work Plan shall be considered penalties.

b. Invoice reduction

If Grantee does not meet a deadline for any deliverable, the Department will reduce the invoice by 1% for each day the deadline is missed, unless an extension is approved in writing by the Department.

c. Corrective Action Plan. If Grantee fails to correct all the deficiencies in a rejected deliverable within the specified timeframe, Department may, in its sole discretion, request that a proposed Corrective Action Plan (CAP) be submitted by Grantee to Department. The Department requests that Grantee specify the outstanding deficiencies in the CAP. All CAPs must be able to be implemented and performed in no more than sixty (60) calendar days.

   i. The Grantee shall submit a CAP within ten (10) days of the date of the written request from Department. The CAP shall be sent to the Department's Grant Manager for review and approval. Within ten (10) days of receipt of a CAP, Department shall notify Grantee in writing whether the CAP proposed has been accepted. If the CAP is not accepted, Grantee shall have ten (10) days from receipt of Department letter rejecting the proposal to submit a revised proposed CAP. Failure to obtain Department approval of a CAP as specified above may result in Department's termination of this Agreement for cause as authorized in this Agreement.

   ii. Upon Department's notice of acceptance of a proposed CAP, Grantee shall have ten (10) days to commence implementation of the accepted plan. Acceptance of the proposed CAP by Department does not relieve Grantee of any of its obligations under the Agreement. In the event the CAP fails to correct or eliminate performance deficiencies by Grantee, Department shall retain the right to

require additional or further remedial steps, or to terminate this Agreement for failure to perform. No actions approved by Department or steps taken by Grantee shall preclude Department from subsequently asserting any deficiencies in performance. The Grantee shall continue to implement the CAP until all deficiencies are corrected. Reports on the progress of the CAP will be made to Department as requested by Department's Grant Manager.

iii. Failure to respond to a Department request for a CAP or failure to correct a deficiency in the performance of the Agreement as specified by Department may result in termination of the Agreement.

8. Payment.

a. Payment Process. Subject to the terms and conditions established by the Agreement, the pricing per deliverable established by the Grant Work Plan, and the billing procedures established by Department, Department agrees to pay Grantee for services rendered in accordance with section 215.422, Florida Statutes (F.S.).

b. Taxes. The Department is exempted from payment of State sales, use taxes and Federal excise taxes. The Grantee, however, shall not be exempted from paying any taxes that it is subject to, including State sales and use taxes, or for payment by Grantee to suppliers for taxes on materials used to fulfill its contractual obligations with Department. The Grantee shall not use Department's exemption number in securing such materials. The Grantee shall be responsible and liable for the payment of all its FICA/Social Security and other taxes resulting from this Agreement.

c. Maximum Amount of Agreement. The maximum amount of compensation under this Agreement, without an amendment, is described in the Standard Grant Agreement. Any additional funds necessary for the completion of this Project are the responsibility of Grantee.

d. Reimbursement for Costs. The Grantee shall be paid on a cost reimbursement basis for all eligible Project costs upon the completion, submittal, and approval of each deliverable identified in the Grant Work Plan. Reimbursement shall be requested on Exhibit C, Payment Request Summary Form. To be eligible for reimbursement, costs must be in compliance with laws, rules, and regulations applicable to expenditures of State funds, including, but not limited to, the Reference Guide for State Expenditures, which can be accessed at the following web address: https://www.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/reference-guide-for-state-expenditures.pdf.

e. Rural Communities and Rural Areas of Opportunity. If Grantee is a county or municipality that qualifies as a "rural community" or "rural area of opportunity" (RAO) as defined in subsection 288.0656(2), F.S., such Grantee may request from the Department that all invoice payments (i.e., cost reimbursement) under this Agreement be directed to the relevant county or municipality or to the RAO itself. The Department will agree to Grantee's request if:

   i. Grantee demonstrates that it is a county or municipality that qualifies as a "rural community" or "rural area of opportunity" under subsection 288.0656(2), F.S.;

   ii. Grantee demonstrates current financial hardship using one (1) or more of the "economic distress" factors defined in subsection 288.0656(2)(c), F.S.;

   iii. Grantee's performance has been verified by the Department, which has determined that Grantee is eligible for cost reimbursement and that Grantee's performance has been completed in accordance with this Agreement's terms and conditions; and

   iv. Applicable federal and state law(s), rule(s) and regulation(s) allow for such payments.

   This subsection may not be construed to alter or limit any other applicable provisions of federal or state law, rule, or regulation. A current list of Florida's designated RAOs can be accessed at the following web address: https://floridajobs.org/community-planning-and-development/rural-community-programs/rural-areas-of-opportunity.

f. Invoice Detail. All charges for services rendered or for reimbursement of expenses authorized by Department pursuant to the Grant Work Plan shall be submitted to Department in sufficient detail for a proper pre-audit and post-audit to be performed. The Grantee shall only invoice Department for deliverables that are completed in accordance with the Grant Work Plan.

g. State Funds Documentation. Pursuant to section 216.1366, F.S., if Contractor meets the definition of a non-profit organization under section 215.97(2)(m), F.S., Contractor must provide the Department with documentation that indicates the amount of state funds:

   i. Allocated to be used during the full term of the contract or agreement for remuneration to any member of the board of directors or an officer of Contractor.

   ii. Allocated under each payment by the public agency to be used for remuneration of any member of the board of directors or an officer of the Contractor.

The documentation must indicate the amounts and recipients of the remuneration. Such information must be posted on the State's the contract tracking system and maintained pursuant to section 215.985, F.S., and must be posted on the Contractor's website, if Contractor maintains a website.

h. Interim Payments. Interim payments may be made by Department, at its discretion, if the completion of deliverables to date have first been accepted in writing by Department's Grant Manager.

i. Final Payment Request. A final payment request should be submitted to Department no later than sixty (60) days following the expiration date of the Agreement to ensure the availability of funds for payment. However, all work performed pursuant to the Grant Work Plan must be performed on or before the expiration date of the Agreement.

j. Annual Appropriation Contingency. The State's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. This Agreement is not a commitment of future appropriations. Authorization for continuation and completion of work and any associated payments may be rescinded, with proper notice, at the discretion of Department if the Legislature reduces or eliminates appropriations.

k. Interest Rates. All interest rates charged under the Agreement shall be calculated on the prevailing rate used by the State Board of Administration. To obtain the applicable interest rate, please refer to: https://www.myfloridacfo.com/division/aa/local-governments/judgement-interest-rates.

l. Refund of Payments to the Department. Any balance of unobligated funds that have been advanced or paid must be refunded to Department. Any funds paid in excess of the amount to which Grantee or subgrantee is entitled under the terms of the Agreement must be refunded to Department. If this Agreement is funded with federal funds and the Department is required to refund the federal government, the Grantee shall refund the Department its share of those funds.

9. Documentation Required for Cost Reimbursement Grant Agreements and Match.

If Cost Reimbursement or Match is authorized in Attachment 2, Special Terms and Conditions, the following conditions apply. Supporting documentation must be provided to substantiate cost reimbursement or match requirements for the following budget categories:

a. Salary/Wages. Grantee shall list personnel involved, position classification, direct salary rates, and hours spent on the Project in accordance with Attachment 3, Grant Work Plan in their documentation for reimbursement or match requirements.

b. Overhead/Indirect/General and Administrative Costs. If Grantee is being reimbursed for or claiming match for multipliers, all multipliers used (i.e., fringe benefits, overhead, indirect, and/or general and administrative rates) shall be supported by audit. If Department determines that multipliers charged by Grantee exceeded the rates supported by audit, Grantee shall be required to reimburse such funds to Department within thirty (30) days of written notification. Interest shall be charged on the excessive rate.

c. Contractual Costs (Subcontractors). Match or reimbursement requests for payments to subcontractors must be substantiated by copies of invoices with backup documentation identical to that required from Grantee. Subcontracts which involve payments for direct salaries shall clearly identify the personnel involved, salary rate per hour, and hours spent on the Project. All eligible multipliers used (i.e., fringe benefits, overhead, indirect, and/or general and administrative rates) shall be supported by audit. If Department determines that multipliers charged by any subcontractor exceeded the rates supported by audit, Grantee shall be required to reimburse such funds to Department within thirty (30) days of written notification. Interest shall be charged on the excessive rate. Nonconsumable and/or nonexpendable personal property or equipment costing $5,000 or more purchased for the Project under a subcontract is subject to the requirements set forth in chapters 273 and/or 274, F.S., and Chapter 69I-72, Florida Administrative Code (F.A.C.) and/or Chapter 69I-73, F.A.C., as applicable. The Grantee shall be responsible for maintaining appropriate property records for any subcontracts that include the purchase of equipment as part of the delivery of services. The Grantee shall comply with this requirement and ensure its subcontracts issued under this Agreement, if any, impose this requirement, in writing, on its subcontractors.

    i. For fixed-price (vendor) subcontracts, the following provisions shall apply: The Grantee may award, on a competitive basis, fixed-price subcontracts to consultants/contractors in performing the work described in Attachment 3, Grant Work Plan. Invoices submitted to Department for fixed-price subcontracted activities shall be supported with a copy of the subcontractor's invoice and a copy of the tabulation form for the competitive procurement process (e.g., Invitation to Bid, Request for Proposals, or other similar competitive procurement document) resulting in the fixed-price subcontract. The Grantee may request approval from Department to award a fixed-price subcontract resulting from procurement methods other than those identified above. In this instance, Grantee shall request the advance written approval from Department's Grant Manager of the fixed price

negotiated by Grantee. The letter of request shall be supported by a detailed budget and Scope of Services to be performed by the subcontractor. Upon receipt of Department Grant Manager's approval of the fixed-price amount, Grantee may proceed in finalizing the fixed-price subcontract.

ii. If the procurement is subject to the Consultant's Competitive Negotiation Act under section 287.055, F.S. or the Brooks Act, Grantee must provide documentation clearly evidencing it has complied with the statutory or federal requirements.

d. Travel. All requests for match or reimbursement of travel expenses shall be in accordance with section 112.061, F.S.

e. Direct Purchase Equipment. For the purposes of this Agreement, Equipment is defined as capital outlay costing $5,000 or more. Match or reimbursement for Grantee's direct purchase of equipment is subject to specific approval of Department, and does not include any equipment purchased under the delivery of services to be completed by a subcontractor. Include copies of invoices or receipts to document purchases, and a properly completed Exhibit B, Property Reporting Form.

f. Rental/Lease of Equipment. Match or reimbursement requests for rental/lease of equipment must include copies of invoices or receipts to document charges.

g. Miscellaneous/Other Expenses. If miscellaneous or other expenses, such as materials, supplies, non-excluded phone expenses, reproduction, or mailing, are reimbursable or available for match or reimbursement under the terms of this Agreement, the documentation supporting these expenses must be itemized and include copies of receipts or invoices. Additionally, independent of Grantee's contract obligations to its subcontractor, Department shall not reimburse any of the following types of charges: cell phone usage; attorney's fees or court costs; civil or administrative penalties; or handling fees, such as set percent overages associated with purchasing supplies or equipment.

h. Land Acquisition. Reimbursement for the costs associated with acquiring interest and/or rights to real property (including access rights through ingress/egress easements, leases, license agreements, or other site access agreements; and/or obtaining record title ownership of real property through purchase) must be supported by the following, as applicable: Copies of Property Appraisals, Environmental Site Assessments, Surveys and Legal Descriptions, Boundary Maps, Acreage Certification, Title Search Reports, Title Insurance, Closing Statements/Documents, Deeds, Leases, Easements, License Agreements, or other legal instrument documenting acquired property interest and/or rights. If land acquisition costs are used to meet match requirements, Grantee agrees that those funds shall not be used as match for any other Agreement supported by State or Federal funds.

10. Status Reports.

The Grantee shall submit status reports quarterly, unless otherwise specified in the Attachments, on Exhibit A, Progress Report Form, to Department's Grant Manager describing the work performed during the reporting period, problems encountered, problem resolutions, scheduled updates, and proposed work for the next reporting period. Quarterly status reports are due no later than twenty (20) days following the completion of the quarterly reporting period. For the purposes of this reporting requirement, the quarterly reporting periods end on March 31, June 30, September 30 and December 31. The Department will review the required reports submitted by Grantee within thirty (30) days.

11. Retainage.

The following provisions apply if Department withholds retainage under this Agreement:

a. The Department reserves the right to establish the amount and application of retainage on the work performed under this Agreement up to the maximum percentage described in Attachment 2, Special Terms and Conditions. Retainage may be withheld from each payment to Grantee pending satisfactory completion of work and approval of all deliverables.

b. If Grantee fails to perform the requested work or fails to perform the work in a satisfactory manner, Grantee shall forfeit its right to payment of the retainage associated with the work. Failure to perform includes, but is not limited to, failure to submit the required deliverables or failure to provide adequate documentation that the work was actually performed. The Department shall provide written notification to Grantee of the failure to perform that shall result in retainage forfeiture. If the Grantee does not correct the failure to perform within the timeframe stated in Department's notice, the retainage will be forfeited to Department.

c. No retainage shall be released or paid for incomplete work while this Agreement is suspended.

d. Except as otherwise provided above, Grantee shall be paid the retainage associated with the work, provided Grantee has completed the work and submits an invoice for retainage held in accordance with the invoicing procedures under this Agreement.

12. Insurance.

a. Insurance Requirements for Sub-Grantees and/or Subcontractors. The Grantee shall require its sub-grantees and/or subcontractors, if any, to maintain insurance coverage of such types and with such terms and limits as described in this Agreement. The Grantee shall require all its sub-grantees and/or subcontractors, if any, to make compliance with the insurance requirements of this Agreement a condition of all contracts that are related to this Agreement. Sub-grantees and/or subcontractors must provide proof of insurance upon request.
b. Deductibles. The Department shall be exempt from, and in no way liable for, any sums of money representing a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Grantee providing such insurance.
c. Proof of Insurance. Upon execution of this Agreement, Grantee shall provide Department documentation demonstrating the existence and amount for each type of applicable insurance coverage ***prior to*** performance of any work under this Agreement. Upon receipt of written request from Department, Grantee shall furnish Department with proof of applicable insurance coverage by standard form certificates of insurance, a self-insured authorization, or other certification of self-insurance.
d. Duty to Maintain Coverage. In the event that any applicable coverage is cancelled by the insurer for any reason, or if Grantee cannot get adequate coverage, Grantee shall immediately notify Department of such cancellation and shall obtain adequate replacement coverage conforming to the requirements herein and provide proof of such replacement coverage within ten (10) days after the cancellation of coverage.
e. Insurance Trust. If the Grantee's insurance is provided through an insurance trust, the Grantee shall instead add the Department of Environmental Protection, its employees, and officers as an additional covered party everywhere the Agreement requires them to be added as an additional insured.

13. Termination.

a. Termination for Convenience. When it is in the State's best interest, Department may, at its sole discretion, terminate the Agreement in whole or in part by giving 30 days' written notice to Grantee. The Department shall notify Grantee of the termination for convenience with instructions as to the effective date of termination or the specific stage of work at which the Agreement is to be terminated. The Grantee must submit all invoices for work to be paid under this Agreement within thirty (30) days of the effective date of termination. The Department shall not pay any invoices received after thirty (30) days of the effective date of termination.
b. Termination for Cause. The Department may terminate this Agreement if any of the events of default described in the Events of Default provisions below occur or in the event that Grantee fails to fulfill any of its other obligations under this Agreement. If, after termination, it is determined that Grantee was not in default, or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of Department. The rights and remedies of Department in this clause are in addition to any other rights and remedies provided by law or under this Agreement.
c. Grantee Obligations upon Notice of Termination. After receipt of a notice of termination or partial termination unless as otherwise directed by Department, Grantee shall not furnish any service or deliverable on the date, and to the extent specified, in the notice. However, Grantee shall continue work on any portion of the Agreement not terminated. If the Agreement is terminated before performance is completed, Grantee shall be paid only for that work satisfactorily performed for which costs can be substantiated. The Grantee shall not be entitled to recover any cancellation charges or lost profits.
d. Continuation of Prepaid Services. If Department has paid for any services prior to the expiration, cancellation, or termination of the Agreement, Grantee shall continue to provide Department with those services for which it has already been paid or, at Department's discretion, Grantee shall provide a refund for services that have been paid for but not rendered.
e. Transition of Services Upon Termination, Expiration, or Cancellation of the Agreement. If services provided under the Agreement are being transitioned to another provider(s), Grantee shall assist in the smooth transition of Agreement services to the subsequent provider(s). This requirement is at a minimum an affirmative obligation to cooperate with the new provider(s), however additional requirements may be outlined in the Grant Work Plan. The Grantee shall not perform any services after Agreement expiration or termination, except as necessary to complete the transition or continued portion of the Agreement, if any.

14. Notice of Default.

If Grantee defaults in the performance of any covenant or obligation contained in the Agreement, including, any of the events of default, Department shall provide notice to Grantee and an opportunity to cure that is reasonable under the circumstances. This notice shall state the nature of the failure to perform and provide a time certain for correcting the failure. The notice will also provide that, should the Grantee fail to perform within the time provided, Grantee will be found in default, and Department may terminate the Agreement effective as of the date of receipt of the default notice.

15. Events of Default.

Provided such failure is not the fault of Department or outside the reasonable control of Grantee, the following non-exclusive list of events, acts, or omissions, shall constitute events of default:

a. The commitment of any material breach of this Agreement by Grantee, including failure to timely deliver a material deliverable, failure to perform the minimal level of services required for a deliverable, discontinuance of the performance of the work, failure to resume work that has been discontinued within a reasonable time after notice to do so, or abandonment of the Agreement;
b. The commitment of any material misrepresentation or omission in any materials, or discovery by the Department of such, made by the Grantee in this Agreement or in its application for funding;
c. Failure to submit any of the reports required by this Agreement or having submitted any report with incorrect, incomplete, or insufficient information;
d. Failure to honor any term of the Agreement;
e. Failure to abide by any statutory, regulatory, or licensing requirement, including an entry of an order revoking the certificate of authority granted to the Grantee by a state or other licensing authority;
f. Failure to pay any and all entities, individuals, and furnishing labor or materials, or failure to make payment to any other entities as required by this Agreement;
g. Employment of an unauthorized alien in the performance of the work, in violation of Section 274 (A) of the Immigration and Nationality Act;
h. Failure to maintain the insurance required by this Agreement;
i. One or more of the following circumstances, uncorrected for more than thirty (30) days unless, within the specified 30-day period, Grantee (including its receiver or trustee in bankruptcy) provides to Department adequate assurances, reasonably acceptable to Department, of its continuing ability and willingness to fulfill its obligations under the Agreement:
    i. Entry of an order for relief under Title 11 of the United States Code;
    ii. The making by Grantee of a general assignment for the benefit of creditors;
    iii. The appointment of a general receiver or trustee in bankruptcy of Grantee's business or property; and/or
    iv. An action by Grantee under any state insolvency or similar law for the purpose of its bankruptcy, reorganization, or liquidation.

16. Suspension of Work.

The Department may, in its sole discretion, suspend any or all activities under the Agreement, at any time, when it is in the best interest of the State to do so. The Department shall provide Grantee written notice outlining the particulars of suspension. Examples of reasons for suspension include, but are not limited to, budgetary constraints, declaration of emergency, or other such circumstances. After receiving a suspension notice, Grantee shall comply with the notice. Within 90 days, or any longer period agreed to by the parties, Department shall either: (1) issue a notice authorizing resumption of work, at which time activity shall resume; or (2) terminate the Agreement. If the Agreement is terminated after 30 days of suspension, the notice of suspension shall be deemed to satisfy the thirty (30) days' notice required for a notice of termination for convenience. Suspension of work shall not entitle Grantee to any additional compensation.

17. Force Majeure.

The Grantee shall not be responsible for delay resulting from its failure to perform if neither the fault nor the negligence of Grantee or its employees or agents contributed to the delay and the delay is due directly to acts of God, wars, acts of public enemies, strikes, fires, floods, or other similar cause wholly beyond Grantee's control, or for any of the foregoing that affect subcontractors or suppliers if no alternate source of supply is available to Grantee. In case of any delay Grantee believes is excusable, Grantee shall notify Department in writing of the delay or potential delay and describe the cause of the delay either (1) within ten days after the cause that creates or will create the delay first arose, if Grantee could reasonably foresee that a delay could occur as a result; or (2) if delay is not reasonably foreseeable, within five days after the date Grantee first had reason to believe that a delay could result. **THE FOREGOING SHALL CONSTITUTE THE GRANTEE'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY.** Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. No claim for damages, other than for an extension of time, shall be asserted against Department. The Grantee shall not be entitled to an increase in the Agreement price or payment of any kind from Department for direct, indirect, consequential, impact or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency, arising because of delay, disruption, interference, or hindrance from any cause whatsoever. If performance is suspended or delayed, in whole or in part, due to any of the causes described in this paragraph, after the causes have ceased to exist Grantee shall perform at no increased cost, unless Department determines, in its sole

discretion, that the delay will significantly impair the value of the Agreement to Department, in which case Department may: (1) accept allocated performance or deliveries from Grantee, provided that Grantee grants preferential treatment to Department with respect to products subjected to allocation; (2) contract with other sources (without recourse to and by Grantee for the related costs and expenses) to replace all or part of the products or services that are the subject of the delay, which purchases may be deducted from the Agreement quantity; or (3) terminate Agreement in whole or in part.

18. Indemnification.

a. The Grantee shall be fully liable for the actions of its agents, employees, partners, or subcontractors and shall fully indemnify, defend, and hold harmless Department and its officers, agents, and employees, from suits, actions, damages, and costs of every name and description arising from or relating to:
    i. personal injury and damage to real or personal tangible property alleged to be caused in whole or in part by Grantee, its agents, employees, partners, or subcontractors; provided, however, that Grantee shall not indemnify for that portion of any loss or damages proximately caused by the negligent act or omission of Department;
    ii. the Grantee's breach of this Agreement or the negligent acts or omissions of Grantee.

b. The Grantee's obligations under the preceding paragraph with respect to any legal action are contingent upon Department giving Grantee: (1) written notice of any action or threatened action; (2) the opportunity to take over and settle or defend any such action at Grantee's sole expense; and (3) assistance in defending the action at Grantee's sole expense. The Grantee shall not be liable for any cost, expense, or compromise incurred or made by Department in any legal action without Grantee's prior written consent, which shall not be unreasonably withheld.

c. Notwithstanding sections a. and b. above, the following is the sole indemnification provision that applies to Grantees that are governmental entities: Each party hereto agrees that it shall be solely responsible for the negligent or wrongful acts of its employees and agents. However, nothing contained herein shall constitute a waiver by either party of its sovereign immunity or the provisions of section 768.28, F.S. Further, nothing herein shall be construed as consent by a state agency or subdivision of the State to be sued by third parties in any matter arising out of any contract or this Agreement.

d. No provision in this Agreement shall require Department to hold harmless or indemnify Grantee, insure or assume liability for Grantee's negligence, waive Department's sovereign immunity under the laws of Florida, or otherwise impose liability on Department for which it would not otherwise be responsible. Any provision, implication or suggestion to the contrary is null and void.

19. Limitation of Liability.

The Department's liability for any claim arising from this Agreement is limited to compensatory damages in an amount no greater than the sum of the unpaid balance of compensation due for goods or services rendered pursuant to and in compliance with the terms of the Agreement. Such liability is further limited to a cap of $100,000.

20. Remedies.

Nothing in this Agreement shall be construed to make Grantee liable for force majeure events. Nothing in this Agreement, including financial consequences for nonperformance, shall limit Department's right to pursue its remedies for other types of damages under the Agreement, at law or in equity. The Department may, in addition to other remedies available to it, at law or in equity and upon notice to Grantee, retain such monies from amounts due Grantee as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted by or against it.

21. Waiver.

The delay or failure by Department to exercise or enforce any of its rights under this Agreement shall not constitute or be deemed a waiver of Department's right thereafter to enforce those rights, nor shall any single or partial exercise of any such right preclude any other or further exercise thereof or the exercise of any other right.

22. Statutory Notices Relating to Unauthorized Employment and Subcontracts.

a. The Department shall consider the employment by any Grantee of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If Grantee/subcontractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement. The Grantee shall be responsible for including this provision in all subcontracts with private organizations issued as a result of this Agreement.

b. Pursuant to sections 287.133, 287.134, and 287.137 F.S., the following restrictions apply to persons placed on the convicted vendor list, discriminatory vendor list, or the antitrust violator vendor list:
    i. Public Entity Crime. 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, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may

not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a Grantee, 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 section 287.017, F.S., for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

ii. Discriminatory Vendors. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies 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.

iii. Antitrust Violator Vendors. A person or an affiliate who has been placed on the antitrust violator vendor list following a conviction or being held civilly liable for an antitrust violation may not submit a bid, proposal, or reply on any contract to provide any good or services to a public entity; may not submit a bid, proposal, or reply on any contract with a public entity for the construction or repair of a public building or public work; may not submit a bid, proposal, or reply on leases of real property to a public entity; may not be awarded or perform work as a Grantee, supplier, subcontractor, or consultant under a contract with a public entity; and may not transact new business with a public entity.

iv. Notification. The Grantee shall notify Department if it or any of its suppliers, subcontractors, or consultants have been placed on the convicted vendor list, the discriminatory vendor list, or antitrust violator vendor list during the life of the Agreement. The Florida Department of Management Services is responsible for maintaining the discriminatory vendor list and the antitrust violator vendor list and posts the list on its website. Questions regarding the discriminatory vendor list or antitrust violator vendor list may be directed to the Florida Department of Management Services, Office of Supplier Diversity, at (850) 487-0915.

23. Compliance with Federal, State and Local Laws.

a. The Grantee and all its agents shall comply with all federal, state and local regulations, including, but not limited to, nondiscrimination, wages, social security, workers' compensation, licenses, and registration requirements. The Grantee shall include this provision in all subcontracts issued as a result of this Agreement.

b. No person, on the grounds of race, creed, color, religion, national origin, age, gender, or disability, shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in performance of this Agreement.

c. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

d. Any dispute concerning performance of the Agreement shall be processed as described herein. Jurisdiction for any damages arising under the terms of the Agreement will be in the courts of the State, and venue will be in the Second Judicial Circuit, in and for Leon County. Except as otherwise provided by law, the parties agree to be responsible for their own attorney fees incurred in connection with disputes arising under the terms of this Agreement.

24. Build America, Buy America Act (BABA) - Infrastructure Projects with Federal Funding.

This provision does not apply to Agreements that are wholly funded by Coronavirus State and Local Fiscal Recovery Funds under the American Rescue Plan Act. Also, this provision does not apply where there is a valid waiver in place. However, the provision may apply to funds expended before the waiver or after expiration of the waiver.

If applicable, Recipients or Subrecipients of an award of Federal financial assistance from a program for infrastructure are required to comply with the Build America, Buy America Act (BABA), including the following provisions:

a. All iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;

b. All manufactured products used in the project are produced in the United States-this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and

c. All construction materials are manufactured in the United States-this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

25. Investing in America

Grantees of an award for construction projects in whole or in part by the Bipartisan Infrastructure Law or the Inflation Reduction Act, including the following provision:

a. Signage Requirements

a. Investing in America Emblem: The recipient will ensure that a sign is placed at construction sites supported in whole or in part by this award displaying the official Investing in America emblem and must identify the project as a "project funded by President Biden's Bipartisan Infrastructure Law" or "project funded by President Biden's Inflation Reduction Act" as applicable. The sign must be placed at construction sites in an easily visible location that can be directly linked to the work taking place and must be maintained in good condition throughout the construction period.

The recipient will ensure compliance with the guidelines and design specifications provided by EPA for using the official Investing in America emblem available at: https://www.epa.gov/invest/investing-america-signage.

b. Procuring Signs: Consistent with section 6002 of RCRA, 42 U.S.C. 6962, and 2 CFR 200.323, recipients are encouraged to use recycled or recovered materials when procuring signs. Signage costs are considered an allowable cost under this assistance agreement provided that the costs associated with signage are reasonable. Additionally, to increase public awareness of projects serving communities where English is not the predominant language, recipients are encouraged to translate the language on signs (excluding the official Investing in America emblem or EPA logo or seal) into the appropriate non-English language(s). The costs of such translation are allowable, provided the costs are reasonable.

26. Scrutinized Companies.

a. Grantee certifies that it is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel. Pursuant to section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Grantee is found to have submitted a false certification; or if the Grantee is placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.

b. If this Agreement is for more than one million dollars, the Grantee certifies that it is also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in section 287.135, F.S. Pursuant to section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Grantee is found to have submitted a false certification; or if the Grantee is placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.

c. As provided in subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions, then they shall become inoperative.

27. Lobbying and Integrity.

The Grantee agrees that no funds received by it under this Agreement will be expended for the purpose of lobbying the Legislature or a State agency pursuant to section 216.347, F.S., except that pursuant to the requirements of section 287.058(6), F.S., during the term of any executed agreement between Grantee and the State, Grantee may lobby the executive or legislative branch concerning the scope of services, performance, term, or compensation regarding that agreement. The Grantee shall comply with sections 11.062 and 216.347, F.S.

28. Record Keeping.

The Grantee shall maintain books, records and documents directly pertinent to performance under this Agreement in accordance with United States generally accepted accounting principles (US GAAP) consistently applied. The Department, the State, or their authorized representatives shall have access to such records for audit purposes during

the term of this Agreement and for five (5) years following the completion date or termination of the Agreement. In the event that any work is subcontracted, Grantee shall similarly require each subcontractor to maintain and allow access to such records for audit purposes. Upon request of Department's Inspector General, or other authorized State official, Grantee shall provide any type of information the Inspector General deems relevant to Grantee's integrity or responsibility. Such information may include, but shall not be limited to, Grantee's business or financial records, documents, or files of any type or form that refer to or relate to Agreement. The Grantee shall retain such records for the longer of: (1) three years after the expiration of the Agreement; or (2) the period required by the General Records Schedules maintained by the Florida Department of State (available at: http://dos.myflorida.com/library-archives/records-management/general-records-schedules/).

29. Audits.

a. Inspector General. The Grantee understands its duty, pursuant to section 20.055(5), F.S., to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing. The Grantee will comply with this duty and ensure that its sub-grantees and/or subcontractors issued under this Agreement, if any, impose this requirement, in writing, on its sub-grantees and/or subcontractors, respectively.

b. Physical Access and Inspection. Department personnel shall be given access to and may observe and inspect work being performed under this Agreement, with reasonable notice and during normal business hours, including by any of the following methods:
    i. Grantee shall provide access to any location or facility on which Grantee is performing work, or storing or staging equipment, materials or documents;
    ii. Grantee shall permit inspection of any facility, equipment, practices, or operations required in performance of any work pursuant to this Agreement; and,
    iii. Grantee shall allow and facilitate sampling and monitoring of any substances, soils, materials or parameters at any location reasonable or necessary to assure compliance with any work or legal requirements pursuant to this Agreement.

c. Special Audit Requirements. The Grantee shall comply with the applicable provisions contained in Attachment 5, Special Audit Requirements. Each amendment that authorizes a funding increase or decrease shall include an updated copy of Exhibit 1, to Attachment 5. If Department fails to provide an updated copy of Exhibit 1 to include in each amendment that authorizes a funding increase or decrease, Grantee shall request one from the Department's Grants Manager. The Grantee shall consider the type of financial assistance (federal and/or state) identified in Attachment 5, Exhibit 1 and determine whether the terms of Federal and/or Florida Single Audit Act Requirements may further apply to lower tier transactions that may be a result of this Agreement. For federal financial assistance, Grantee shall utilize the guidance provided under 2 CFR §200.331 for determining whether the relationship represents that of a subrecipient or vendor. For State financial assistance, Grantee shall utilize the form entitled "Checklist for Nonstate Organizations Recipient/Subrecipient vs Vendor Determination" (form number DFS-A2-NS) that can be found under the "Links/Forms" section appearing at the following website: https:\\apps.fldfs.com\fsaa.

d. Proof of Transactions. In addition to documentation provided to support cost reimbursement as described herein, Department may periodically request additional proof of a transaction to evaluate the appropriateness of costs to the Agreement pursuant to State guidelines (including cost allocation guidelines) and federal, if applicable. Allowable costs and uniform administrative requirements for federal programs can be found under 2 CFR 200. The Department may also request a cost allocation plan in support of its multipliers (overhead, indirect, general administrative costs, and fringe benefits). The Grantee must provide the additional proof within thirty (30) days of such request.

e. No Commingling of Funds. The accounting systems for all Grantees must ensure that these funds are not commingled with funds from other agencies. Funds from each agency must be accounted for separately. Grantees are prohibited from commingling funds on either a program-by-program or a project-by-project basis. Funds specifically budgeted and/or received for one project may not be used to support another project. Where a Grantee's, or subrecipient's, accounting system cannot comply with this requirement, Grantee, or subrecipient, shall establish a system to provide adequate fund accountability for each project it has been awarded.
    i. If Department finds that these funds have been commingled, Department shall have the right to demand a refund, either in whole or in part, of the funds provided to Grantee under this Agreement for non-compliance with the material terms of this Agreement. The Grantee, upon such written notification from Department shall refund, and shall forthwith pay to Department, the amount of money demanded by Department. Interest on any refund shall be calculated based on the prevailing rate used by the State Board of Administration. Interest shall be calculated from the date(s) the

original payment(s) are received from Department by Grantee to the date repayment is made by Grantee to Department.

ii. In the event that the Grantee recovers costs, incurred under this Agreement and reimbursed by Department, from another source(s), Grantee shall reimburse Department for all recovered funds originally provided under this Agreement and interest shall be charged for those recovered costs as calculated on from the date(s) the payment(s) are recovered by Grantee to the date repayment is made to Department.

iii. Notwithstanding the requirements of this section, the above restrictions on commingling funds do not apply to agreements where payments are made purely on a cost reimbursement basis.

30. Conflict of Interest.

The Grantee covenants that it presently has no interest and shall not acquire any interest which would conflict in any manner or degree with the performance of services required.

31. Independent Contractor.

The Grantee is an independent contractor and is not an employee or agent of Department.

32. Subcontracting.

a. Unless otherwise specified in the Special Terms and Conditions, all services contracted for are to be performed solely by Grantee.

b. The Department may, for cause, require the replacement of any Grantee employee, subcontractor, or agent. For cause, includes, but is not limited to, technical or training qualifications, quality of work, change in security status, or non-compliance with an applicable Department policy or other requirement.

c. The Department may, for cause, deny access to Department's secure information or any facility by any Grantee employee, subcontractor, or agent.

d. The Department's actions under paragraphs b. or c. shall not relieve Grantee of its obligation to perform all work in compliance with the Agreement. The Grantee shall be responsible for the payment of all monies due under any subcontract. The Department shall not be liable to any subcontractor for any expenses or liabilities incurred under any subcontract and Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under any subcontract.

e. The Department will not deny Grantee's employees, subcontractors, or agents access to meetings within the Department's facilities, unless the basis of Department's denial is safety or security considerations.

f. The Department supports diversity in its procurement program and requests that all subcontracting opportunities afforded by this Agreement embrace diversity enthusiastically. The award of subcontracts should reflect the full diversity of the citizens of the State. A list of minority-owned firms that could be offered subcontracting opportunities may be obtained by contacting the Office of Supplier Diversity at (850) 487-0915.

g. The Grantee shall not be liable for any excess costs for a failure to perform, if the failure to perform is caused by the default of a subcontractor at any tier, and if the cause of the default is completely beyond the control of both Grantee and the subcontractor(s), and without the fault or negligence of either, unless the subcontracted products or services were obtainable from other sources in sufficient time for Grantee to meet the required delivery schedule.

33. Guarantee of Parent Company.

If Grantee is a subsidiary of another corporation or other business entity, Grantee asserts that its parent company will guarantee all of the obligations of Grantee for purposes of fulfilling the obligations of Agreement. In the event Grantee is sold during the period the Agreement is in effect, Grantee agrees that it will be a requirement of sale that the new parent company guarantee all of the obligations of Grantee.

34. Survival.

The respective obligations of the parties, which by their nature would continue beyond the termination or expiration of this Agreement, including without limitation, the obligations regarding confidentiality, proprietary interests, and public records, shall survive termination, cancellation, or expiration of this Agreement.

35. Third Parties.

The Department shall not be deemed to assume any liability for the acts, failures to act or negligence of Grantee, its agents, servants, and employees, nor shall Grantee disclaim its own negligence to Department or any third party. This Agreement does not and is not intended to confer any rights or remedies upon any person other than the parties. If Department consents to a subcontract, Grantee will specifically disclose that this Agreement does not create any third-party rights. Further, no third parties shall rely upon any of the rights and obligations created under this Agreement.

36. Severability.

If a court of competent jurisdiction deems any term or condition herein void or unenforceable, the other provisions are severable to that void provision, and shall remain in full force and effect.

37. Grantee's Employees, Subcontractors and Agents.
All Grantee employees, subcontractors, or agents performing work under the Agreement shall be properly trained technicians who meet or exceed any specified training qualifications. Upon request, Grantee shall furnish a copy of technical certification or other proof of qualification. All employees, subcontractors, or agents performing work under Agreement must comply with all security and administrative requirements of Department and shall comply with all controlling laws and regulations relevant to the services they are providing under the Agreement.

38. Assignment.
The Grantee shall not sell, assign, or transfer any of its rights, duties, or obligations under the Agreement, or under any purchase order issued pursuant to the Agreement, without the prior written consent of Department. In the event of any assignment, Grantee remains secondarily liable for performance of the Agreement, unless Department expressly waives such secondary liability. The Department may assign the Agreement with prior written notice to Grantee of its intent to do so.

39. Compensation Report.
If this Agreement is a sole-source, public-private agreement or if the Grantee, through this agreement with the State, annually receive 50% or more of their budget from the State or from a combination of State and Federal funds, the Grantee shall provide an annual report, including the most recent IRS Form 990, detailing the total compensation for the entities' executive leadership teams. Total compensation shall include salary, bonuses, cashed-in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout. The Grantee must also inform the Department of any changes in total executive compensation between the annual reports. All compensation reports must indicate what percent of compensation comes directly from the State or Federal allocations to the Grantee.

40. Execution in Counterparts and Authority to Sign.
This Agreement, any amendments, and/or change orders related to the Agreement, may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument. In accordance with the Electronic Signature Act of 1996, electronic signatures, including facsimile transmissions, may be used and shall have the same force and effect as a written signature. Each person signing this Agreement warrants that he or she is duly authorized to do so and to bind the respective party to the Agreement.

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Special Terms and Conditions
AGREEMENT NO. A2461

ATTACHMENT 2

These Special Terms and Conditions shall be read together with general terms outlined in the Standard Terms and Conditions, Attachment 1. Where in conflict, these more specific terms shall apply.

1. Scope of Work.
The Project funded under this Agreement is Northgate Park. The Project is defined in more detail in Attachment 3, Grant Work Plan.

2. Duration.
a. Reimbursement Period. The reimbursement period for this Agreement begins when the final party signs the Agreement (the "effective date") and ends on the Project Completion Date. Only authorized Pre-Agreement/ Retroactive expenses may be reimbursed outside of this period.
b. Extensions. There are no extensions available for this Project.
c. Service Periods. Additional service periods are not authorized under this Agreement.

3. Payment Provisions.
a. Compensation. This is a cost reimbursement Agreement. The Grantee shall be compensated under this Agreement as described in Attachment 3.
b. Invoicing. Invoicing will occur after approval of the final delivereable(s).
c. Advance Pay. Advance Pay is not authorized under this Agreement.

4. Cost Eligible for Reimbursement or Matching Requirements.
Reimbursement for costs or availability for costs to meet matching requirements shall be limited to the following budget categories, as defined in the Reference Guide for State Expenditures, as indicated:

Reimbursement	Match	Category
☒	☐	Salaries/Wages
		Overhead/Indirect/General and Administrative Costs:
☒	☐	a. Fringe Benefits, which shall be calculated at the rate of 40% of direct salaries.
☒	☐	b. Indirect Costs, which shall be calculated at the rate of 15% of direct costs.
☒	☐	Contractual (Subcontractors)
☐	☐	Travel, in accordance with Section 112, F.S.
☐	☐	Equipment
☒	☐	Rental/Lease of Equipment
☒	☐	Miscellaneous/Other Expenses
☐	☐	Land Acquisition

5. Equipment Purchase.
No Equipment purchases shall be funded under this Agreement.

6. Land Acquisition.
There will be no Land Acquisitions funded under this Agreement.

7. Match Requirements
There is no match required on the part of the Grantee under this Agreement.

8. Insurance Requirements

Required Coverage. At all times during the Agreement the Grantee, at its sole expense, shall maintain insurance coverage of such types and with such terms and limits described below. The limits of coverage under each policy maintained by the Grantee shall not be interpreted as limiting the Grantee's liability and obligations under the Agreement. All insurance policies shall be through insurers licensed and authorized to issue policies in Florida, or alternatively, Grantee may provide coverage through a self-insurance program established and operating under the laws of Florida. Additional insurance requirements for this Agreement may be required elsewhere in this Agreement, however the minimum insurance requirements applicable to this Agreement are:

a. Commercial General Liability Insurance.
The Grantee shall provide adequate commercial general liability insurance coverage and hold such liability insurance at all times during the Agreement. The Department, its employees, and officers shall be named as an additional insured on any general liability policies. The minimum limits shall be $250,000 for each occurrence and $500,000 policy aggregate.

b. Commercial Automobile Insurance.
If the Grantee's duties include the use of a commercial vehicle, the Grantee shall maintain automobile liability, bodily injury, and property damage coverage. Insuring clauses for both bodily injury and property damage shall provide coverage on an occurrence basis. The Department, its employees, and officers shall be named as an additional insured on any automobile insurance policy. The minimum limits shall be as follows:

$200,000/300,000	Automobile Liability for Company-Owned Vehicles, if applicable
$200,000/300,000	Hired and Non-owned Automobile Liability Coverage

c. Workers' Compensation and Employer's Liability Coverage.
The Grantee shall provide workers' compensation, in accordance with Chapter 440, F.S. and employer liability coverage with minimum limits of $100,000 per accident, $100,000 per person, and $500,000 policy aggregate. Such policies shall cover all employees engaged in any work under the Grant.

d. Other Insurance. None.

9. Quality Assurance Requirements.

There are no special Quality Assurance requirements under this Agreement.

10. Retainage.

Retainage is permitted under this Agreement. Retainage may be up to a maximum of 10% of the total amount of the Agreement.

11. Subcontracting.

The Grantee may subcontract work under this Agreement without the prior written consent of the Department's Grant Manager except for certain fixed-price subcontracts pursuant to this Agreement, which require prior approval. Regardless of any subcontract, the Grantee is ultimately responsible for all work to be performed under this Agreement.

12. State-owned Land.

The work will not be performed on State-owned land.

13. Office of Policy and Budget Reporting.

There are no special Office of Policy and Budget reporting requirements for this Agreement.

14. Common Carrier.

a. Applicable to contracts with a common carrier – firm/person/corporation that as a regular business transports people or commodities from place to place. If applicable, Contractor must also fill out and return PUR 1808 before contract execution. If Contractor is a common carrier pursuant to section 908.111(1)(a), Florida Statutes, the Department will terminate this contract immediately if Contractor is found to be in violation of the law or the attestation in PUR 1808.

b. Applicable to solicitations for a common carrier – Before contract execution, the winning Contractor(s) must fill out and return PUR 1808, and attest that it is not willfully providing any service in furtherance of transporting a person into this state knowing that the person unlawfully present in the United States

according to the terms of the federal Immigration and Nationality Act, 8 U.S.C. ss. 1101 et seq. The Department will terminate a contract immediately if Contractor is found to be in violation of the law or the attestation in PUR 1808.

15. Additional Terms.
None.

Any terms added here must be approved by the Office of General Counsel.

ATTACHMENT 3
GRANT WORK PLAN
FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP)
Project Name: Northgate Park
Grantee Name: City of Lauderdale Lakes
FRDAP Project # A24061

SUMMARY: The Grantee shall complete the Project Element(s), which were approved by the Department through the FRDAP Application Evaluation Criteria, pursuant to Chapter 62D-5, Florida Administrative Code (F.A.C.). Any alteration(s) to the Project Element(s) as submitted in the Grantee's application and listed in the Grant Work Plan is considered a significant change, must be pre-approved by the Department, and may require a formal Amendment to this Agreement. All work must be completed in accordance with the FRDAP Program, and local, state and federal laws, the approved Project plans, all required permits, and the Florida Building Code. Prior to the Department issuing a "Notice to Commence" to the Grantee, as specified in Attachment 6 of the Agreement, Program Specific Requirements, the Department must receive evidence of and have approved all Deliverables in Task 1.

For the purpose of this Agreement, the terms "Project Element" and "Project Task" are used interchangeably to mean an identified facility within the Project.

The Project is located at 4300 Northwest 36th St, Lauderdale Lakes, FL 33319 and is considered a "Small Project" pursuant to paragraph 62D-5.055(6)(a), F.A.C.

Retroactive Project.
☐This Project has been approved as a "Retroactive Project." Retroactive Projects are eligible for a FRDAP grant award if they otherwise meet the FRDAP rule criteria, funds are available, and Project Costs have occurred within one (1) year prior to the approval for funding by the Governor.

☒This Project has not been approved as a "Retroactive Project."

Project Completion: The Project Completion Date for this Agreement is April 30, 2026.

Budget: Reimbursement for allowable costs for the Project shall not exceed the maximum Grant Award Amount outlined below. There is no match required on the part of the Grantee under this Agreement. The total estimated Project Cost provided below is based on the approved FRDAP Application. A detailed cost analysis will be provided in the Deliverables for Task 1, prior to the Department issuing the "Notice to Commence." All final Project Costs shall be submitted to the Department with the payment request.

Maximum Grant Award Amount:	**$50,000**
Required Grantee Match Amount:	**n/a**
Total Estimated Project Cost:	**$50,000**
Match Ratio:	**n/a**

Scope of Work/Tasks	Deliverables	Due Date	Financial Consequences
TASK 1 **1.A.** Development of Commencement Documentation Checklist (DRP-107)[1]. **1.B.** A Cost Analysis Form, with detailed budget (and In-House Cost Schedule(s), if applicable).	**DELIVERABLE 1** The Department will issue "Notice to Commence" upon receipt and approval of: **1.A.** All applicable Project specific Commencement documentation listed on Commencement Documentation Checklist (DRP-107) **1.B.** A Cost Analysis Form, with detailed budget (and In-House Cost Schedule(s), if applicable). Project planning expenses, such as application preparation, architectural and engineering fees, permitting fees, Project inspection, and other similar fees are eligible for reimbursement. However, reimbursement, if requested, shall not exceed fifteen (15%) of total Project Cost, and shall be invoiced upon Project completion, in accordance with the Payment Request Schedule. **The Grantee may not proceed with development of the Project until Notice to Commence has been issued.**	180 calendar days after Execution of Agreement[2]	Failure to provide the required Commencement Documentation may jeopardize your funding. The Department may terminate the Project Agreement if the required Deliverables are not submitted and approved by the Department.
TASK 2 **2.A.** Development of Primary and Support Project Elements, which includes: **New exercise station, picnic facilities (2 new tables), landscaping.** **2.B.** Development of Completion of Documentation Checklist (DRP-111). **2.C.** Completion of Final Status Report (DRP-109).	**DELIVERABLE 2** The Grantee may request reimbursement upon Department receipt and approval of: **2.A.** Development of required Project Elements. **2.B.** All applicable Project specific Completion documentation listed on Completion Documentation Checklist (DRP-111) **2.C.** Final Status Report (DRP-109). The Grantee may request reimbursement for allowable budgeted expenses and costs pursuant to the Agreement that are directly related to the successful development of the Project site. Reimbursement shall not exceed the Grant	Due April 30, 2026, which shall also be the Project Completion Date[3]	No reimbursement will be made for Deliverable(s) deemed unsatisfactory by the Department. Payment(s) will not be made for unsatisfactory or incomplete work. In addition, a Task may be terminated for Grantee's failure to perform.

	Award Amount, less any reimbursement requested for in Deliverable 1, and shall be invoiced upon Project completion, in accordance with the Payment Request Schedule below. Ten percent (10%) of the Grant Award will be retained until the Project is designated complete by the Department.		

Project Task Performance Standard: The Department's Grant Manager will review the Project Completion Certificate and the Deliverables to verify compliance with the requirements for funding under the FRDAP; approved plans and application approved for funding. Upon review and written acceptance by the Department's Grant Manager of the Project Completion Certificate and the Deliverables under each Project Task, the Grantee may proceed with the payment request submittal.

Payment Request Schedule: Following Department approval of all Deliverables, the Grantee may submit a **single payment request** on Exhibit C, Payment Request Summary Form, DRP-115, along with all required documentation as outlined in the Financial Reporting Procedures (DRP-110), as applicable, to support payment. A payment request submitted as part of the reimbursement process must correspond with the Cost Analysis and supporting documents provided under Project Tasks.

Endnotes:

1. FRDAP documentation is available at https://floridadep.gov/lands/land-and-recreation-grants/content/frdap-assistance and/or from the Land and Recreational Grants Section, State of Florida Department of Environmental Protection, 3900 Commonwealth Boulevard, MS# 585, Tallahassee, Florida, 32399-3000.
2. Project Agreement is subject to termination if Commencement documentations under Task 1 are not received and approved by the Department within 180 calendar days of the Project Agreement execution.
3. Due Date will not be extended beyond the Grant Period as outlined in Subsection 62D-5.058(7), F.A.C.

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Public Records Requirements

Attachment 4

1. **Public Records.**

a. If the Agreement exceeds $35,000.00, and if Grantee is acting on behalf of Department in its performance of services under the Agreement, Grantee must allow public access to all documents, papers, letters, or other material, regardless of the physical form, characteristics, or means of transmission, made or received by Grantee in conjunction with the Agreement (Public Records), unless the Public Records are exempt from section 24(a) of Article I of the Florida Constitution or section 119.07(1), F.S.

b. The Department may unilaterally terminate the Agreement if Grantee refuses to allow public access to Public Records as required by law.

2. **Additional Public Records Duties of Section 119.0701, F.S., If Applicable.**
For the purposes of this paragraph, the term "contract" means the "Agreement." If Grantee is a "contractor" as defined in section 119.0701(1)(a), F.S., the following provisions apply and the contractor shall:

a. Keep and maintain Public Records required by Department to perform the service.

b. Upon request, provide Department with a copy of requested Public Records or allow the Public Records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.

c. A contractor who fails to provide the Public Records to Department within a reasonable time may be subject to penalties under section 119.10, F.S.

d. Ensure that Public Records that are exempt or confidential and exempt from Public Records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the Public Records to Department.

e. Upon completion of the contract, transfer, at no cost, to Department all Public Records in possession of the contractor or keep and maintain Public Records required by Department to perform the service. If the contractor transfers all Public Records to Department upon completion of the contract, the contractor shall destroy any duplicate Public Records that are exempt or confidential and exempt from Public Records disclosure requirements. If the contractor keeps and maintains Public Records upon completion of the contract, the contractor shall meet all applicable requirements for retaining Public Records. All Public Records stored electronically must be provided to Department, upon request from Department's custodian of Public Records, in a format specified by Department as compatible with the information technology systems of Department. These formatting requirements are satisfied by using the data formats as authorized in the contract or Microsoft Word, Outlook, Adobe, or Excel, and any software formats the contractor is authorized to access.

f. **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, F.S., TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE DEPARTMENT'S CUSTODIAN OF PUBLIC RECORDS AT:**

Telephone: **(850) 245-2118**
Email: public.services@floridadep.gov
Mailing Address: **Department of Environmental Protection**
ATTN: Office of Ombudsman and Public Services
Public Records Request
3900 Commonwealth Boulevard, MS 49
Tallahassee, Florida 32399

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Special Audit Requirements
(State and Federal Financial Assistance)

Attachment 5

The administration of resources awarded by the Department of Environmental Protection *(which may be referred to as the "Department", "DEP", "FDEP" or "Grantor", or other name in the agreement)* to the recipient *(which may be referred to as the "Recipient", "Grantee" or other name in the agreement)* may be subject to audits and/or monitoring by the Department of Environmental Protection, as described in this attachment.

MONITORING

In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by DEP Department staff, limited scope audits as defined by 2 CFR 200.425, or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of Environmental Protection. In the event the Department of Environmental Protection determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

AUDITS

PART I: FEDERALLY FUNDED

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in 2 CFR §200.330

1. A recipient that expends $750,000 or more in Federal awards in its fiscal year, must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F. EXHIBIT 1 to this Attachment indicates Federal funds awarded through the Department of Environmental Protection by this Agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department of Environmental Protection. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR 200.502-503. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR Part 200.514 will meet the requirements of this part.

2. For the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR 200.508-512.

3. A recipient that expends less than $750,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F-Audit Requirements. If the recipient expends less than $750,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F-Audit Requirements, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other federal entities.

4. The recipient may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at https://sam.gov/content/assistance-listings.

PART II: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of $750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this form lists the state financial assistance awarded through the Department of Environmental Protection by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Environmental Protection, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

3. If the recipient expends less than $750,000 in state financial assistance in its fiscal year (for fiscal year ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than $750,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).

4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at https://apps.fldfs.com/fsaa for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at http://www.leg.state.fl.us/Welcome/index.cfm, State of Florida's website at http://www.myflorida.com/, Department of Financial Services' Website at http://www.fldfs.com/and the Auditor General's Website at http://www.myflorida.com/audgen/.

PART III: OTHER AUDIT REQUIREMENTS

(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)

PART IV: REPORT SUBMISSION

1. Copies of reporting packages for audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and required by PART I of this form shall be submitted, when required by 2 CFR 200.512, by or on behalf of the recipient directly to the Federal Audit Clearinghouse (FAC) as provided in 2 CFR 200.36 and 200.512

   A. The Federal Audit Clearinghouse designated in 2 CFR §200.501(a) (the number of copies required by 2 CFR §200.501(a) should be submitted to the Federal Audit Clearinghouse), at the following address:

By Mail:

Federal Audit Clearinghouse
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132

Submissions of the Single Audit reporting package for fiscal periods ending on or after January 1, 2008, must be submitted using the Federal Clearinghouse's Internet Data Entry System which can be found at http://harvester.census.gov/facweb/

2. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:

A. The Department of Environmental Protection at one of the following addresses:

By Mail:
Audit Director
Florida Department of Environmental Protection
Office of Inspector General, MS 40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Electronically:
FDEPSingleAudit@dep.state.fl.us

B. The Auditor General's Office at the following address:

Auditor General
Local Government Audits/342
Claude Pepper Building, Room 401
111 West Madison Street
Tallahassee, Florida 32399-1450

The Auditor General's website (http://flauditor.gov/) provides instructions for filing an electronic copy of a financial reporting package.

3. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Department of Environmental Protection at one of the following addresses:

By Mail:
Audit Director
Florida Department of Environmental Protection
Office of Inspector General, MS 40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Electronically:
FDEPSingleAudit@dep.state.fl.us

4. Any reports, management letters, or other information required to be submitted to the Department of Environmental Protection pursuant to this Agreement shall be submitted timely in accordance with 2 CFR 200.512, section 215.97, F.S., and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

5. Recipients, when submitting financial reporting packages to the Department of Environmental Protection for audits done in accordance with 2 CFR 200, Subpart F-Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (non and for-profit organizations), Rules of the Auditor General, should indicate the date and the reporting package was delivered to the recipient correspondence accompanying the reporting package.

PART V: RECORD RETENTION

The recipient shall retain sufficient records demonstrating its compliance with the terms of the award and this Agreement for a period of **five (5)** years from the date the audit report is issued, and shall allow the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General upon request for a period of **three (3)** years from the date the audit report is issued, unless extended in writing by the Department of Environmental Protection.

EXHIBIT – 1

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Note: If the resources awarded to the recipient represent more than one federal program, provide the same information shown below for each federal program and show total federal resources awarded

Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following:					
Federal Program A	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				$	
Federal Program B	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				$	

Note: Of the resources awarded to the recipient represent more than one federal program, list applicable compliance requirements for each federal program in the same manner as shown below:

Federal Program A	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.:(eligibility requirement for recipients of the resources)	
	Etc.	
	Etc.	
Federal Program B	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	
	Etc.	

Note: If the resources awarded to the recipient for matching represent more than one federal program, provide the same information shown below for each federal program and show total state resources awarded for matching.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:					
Federal Program A	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category
Federal Program B	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category

Note: If the resources awarded to the recipient represent more than one state project, provide the same information shown below for each state project and show total state financial assistance awarded that is subject to section 215.97, F.S.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
State Program A	State Awarding Agency	State Fiscal Year[1]	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Original Agreement	General Appropriations Act Line Item 1796- Fixed Capital Outlay Florida Recreation Development Assistance Grants from General Revenue Fund and Florida Forever Trust Fund	2023-2024	37.017	Florida Recreation Development Assistance Program	$50,000	140002

Total Award	$50,000	

Note: List applicable compliance requirement in the same manner as illustrated above for federal resources. For matching resources provided by the Department for DEP for federal programs, the requirements might be similar to the requirements for the applicable federal programs. Also, to the extent that different requirements pertain to different amount for the non-federal resources, there may be more than one grouping (i.e. 1, 2, 3, etc.) listed under this category.

[1] Subject to change by Change Order.

For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [https://sam.gov/content/assistance-listings] and/or the Florida Catalog of State Financial Assistance (CSFA) [https://apps.fldfs.com/fsaa/searchCatalog.aspx], and State Projects Compliance Supplement (Part Four: State Projects Compliance Supplement [https://apps.fldfs.com/fsaa/state_project_compliance.aspx]. The services/purposes for which the funds are to be used are included in the Agreement's Grant Work Plan. Any match required by the Recipient is clearly indicated in the Agreement.

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
PROGRAM SPECIFIC REQUIREMENTS

FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM

ATTACHMENT 6

1. Project Submittal Forms.
Administrative Forms, Reimbursement Forms, and Guidelines referenced in this Agreement may be found at https://floridadep.gov/lands/land-and-recreation-grants/content/frdap-assistance, or by contacting the Department's Grant Manager.

2. Notice to Commence.
Prior to commencement of the Project, the Grantee shall submit to the Department for approval all documentation and completion of responsibilities listed on the Commencement Documentation Checklist, DRP-107. Upon satisfactory approval by the Department, the Department will issue written "Notice to Commence" to the Grantee to commence the Project. **The Grantee SHALL NOT proceed until the Department issues the "Notice to Commence."** Until the Department issues the "Notice to Commence," the Department is not obligated to pay or reimburse Grantee for fees, costs, or general expenses of any kind that were incurred prior to the "Notice to Commence," except for Pre-Agreement Expenses as more fully described in subsection 62D-5.054(34), F.A.C.

3. Site Plans.
Project site facilities must be attractive for public use and compatible with the environment. Plans and specifications for Project site improvements and facilities must be in accordance with current engineering and architectural standards. The Grantee should emphasize the health and safety of users, accessibility to the general public, and the protection of the recreational and natural values of the area. **The Grantee may alter a conceptual site plan only after written approval by the Department.**

The Grantee shall have final site plans (site, engineering, and architectural) prepared for the Project and sealed by a registered architect or engineer licensed in accordance with the laws of the State of Florida (collectively the "Project Plans"). The Grantee must deliver a complete original, signed, and sealed set of the Project Plans to the Department before the Department will issue final reimbursement.

4. Project Completion.
All work under this Agreement must be completed no later than 60 days before the expiration date of the Agreement, known as the "Project Completion Date." The Department may require the Grantee to do additional work before designating the Project "complete." If the Project has not been designated as complete by the Department by midnight of the Date of Expiration, the Project funds will revert to the revenue fund from which they were appropriated (paragraph 62D-5.058(7)(a), F.A.C.).

5. Project Completion Certification.
To certify completion, the Grantee will submit to the Department the Project Completion Certification, DRP-112, available online and incorporated herein by reference. The Project must be designated complete prior to the Department releasing final reimbursement. The Department shall designate the Project complete upon receipt and approval of all deliverables and when Project site is open and available for use by the public for outdoor recreation purposes. The Department will release the retainage when the Department approves the Completion Documentation set forth in paragraph 62D-5.058(7)(d), F.A.C. The final payment of the retained amount will be processed within thirty (30) days of the Project designated complete by the Department.

6. The following modifies paragraph 8.d, Attachment 1, Standard Terms and Conditions:

a. Reimbursement for Costs.
Project Costs will be reimbursed as provided in paragraph 62D-5.058(2)(a), F.A.C., and in the Project Agreement. The Grantee is eligible for reimbursement, in whole or in part, for Department-approved Pre-Agreement Expenses

and, if applicable, costs associated with Retroactive Projects, through the Project Completion Date of this Agreement. The Grantee shall be paid on a cost reimbursement basis for all eligible Project costs upon the completion, submittal, and approval of each deliverable identified in the Grant Work Plan. Reimbursement shall be requested on Exhibit C, Payment Request Summary Form. To be eligible for reimbursement, cost(s) must meet all FRDAP requirements, financial reporting requirements, and rules and regulations applicable to expenditures of state funds, including, but not limited to, the Reference Guide for State Expenditures, which can be accessed at the following web address:
https://www.myfloridacfo.com/Division/AA/Manuals/documents/ReferenceGuideforStateExpenditures.pdf.

i. Pre-Agreement Expenses. Pursuant to subsection 62D-5.054(34), F.A.C., Pre-Agreement Expenses means expenses incurred by a Grantee for accomplishment of an eligible FRDAP project prior to full execution of the Project Agreement. Parties hereby acknowledge and agree, Grantee is entitled to submit for cost-reimbursement eligible Pre-Agreement Expenses, which are expenses Grantee incurred for the accomplishment of the Project prior to full execution of this Agreement.

7. The following is added to paragraph 8, Attachment 1, Standard Terms and Conditions:

k. Project Costs. The Department will reimburse Project costs pursuant to paragraph 62D-5.058(2)(a), F.A.C., and as provided herein. Project costs, except for Pre-Agreement Expenses, shall be incurred between the effective date of the Agreement, and the Project Completion Date as set forth in the Project Completion Certification determined and identified herein. If the total cost of the Project exceeds the grant amount and the required match (if applicable), Grantee must pay the excess cost.

l. Cost Limits. Pursuant to paragraphs 62D-5.058(2)(a) and (b), F.A.C., project planning expenses, such as application preparation, surveys (boundary and topographic), title searches, project signs, architectural and engineering fees, permitting fees, project inspection fees, and other similar fees are eligible Project costs provided that such costs do not exceed fifteen percent (15%) of the total Project cost.

8. The following hereby replaces paragraph 8.h, Attachment 1, Standard Terms and Conditions:

h. Annual Appropriation Contingency. The State's performance and obligation to pay under this Agreement is contingent upon an annual appropriation from the Recommended Application Priority List by the Florida Legislature. Authorization for continuation and completion of work and any associated payments may be rescinded, with proper notice, at the discretion of the Department if the Legislature reduces or eliminates appropriations. It is further understood that Grant Awards may be revised by the Department due to the availability of FRDAP program funds.

9. The following replaces paragraph 10, Attachment 1, Standard Terms and Conditions:

Status Reports.

a. The Grantee must utilize, Project Status Report Form, DRP-109, available online and incorporated herein by reference, to describe the work performed during the reporting period, problems encountered, problem resolutions, schedule updates and proposed work for the next reporting period. The Project Status Reports must be submitted to the Department's Grant Manager no later than January 5, May 5, and September 5. The Department's Grant Manager has thirty (30) calendar days to review the required reports and deliverables submitted by the Grantee.

b. Additionally, the Grantee shall comply with the reporting and inventory requirements set forth in the Statewide Comprehensive Outdoor Recreation Plan (SCORP), available online: https://floridadep.gov/parks/florida-scorp-outdoor-recreation-florida and hereby incorporated by reference, by updating the Florida Outdoor Recreation Inventory (FORI) system (https://floridadep.gov/parks/florida-outdoor-recreation-inventory).

10. Site Dedication.

a. Land owned by the grantee and developed or acquired with FRDAP funds must be dedicated in perpetuity as an outdoor recreational site for the use and benefit of the general public in accordance with Rule 62D-5.059, F.A.C. Land under control other than by ownership of the Grantee such as by lease, must be dedicated as an outdoor recreation area for the use and benefit of the general public for a minimum period of twenty-five (25) years from the Project Completion Date as set forth in the Project Completion Certificate. The dedications must be recorded in the county's public property records by the Grantee. Execution of this Agreement by the Department constitutes an acceptance of a Project site(s) dedication on behalf of the general public of the State of Florida.

b. Should the Grantee's interest in the land change, either by sale, lease, or other written legal instrument, the Grantee is required to notify the Department in writing of the change no later than ten (10) days after the change occurs,

and the Grantee is required to notify all subsequent parties with interest to the land of the terms and conditions as set forth in this Agreement.

11. Management of Project Sites.

a. Site Inspections. Grantees must ensure by site inspections that facilities on the Project site are being operated and maintained for outdoor recreation for a minimum period of twenty-five (25) years from the Project Completion Date set forth in the Project Completion Certificate. The Project site must be open at reasonable times and must be managed in a safe and attractive manner.

b. Non-Compliance. The Department will terminate an agreement and demand return of the program funds (including interest) for non-compliance if a Grantee fails to comply with the terms stated in with the Agreement. If the Grantee fails to comply the Agreement, the Department will declare the Grantee ineligible for further participation in FRDAP until such time as the Grantee comes into compliance.

c. Public Accessibility. All facilities must be accessible to the public on a non-exclusive basis, without regard to age, sex, race, religion, or ability level.

d. Entrance Fees. Reasonable differences in entrance fees for other FRDAP projects may be allowed on the basis of residence, but only if the Grantee can clearly show that the difference in entrance fees reflects, and is substantially related to, all economic factors related to park management, and it is not simply related to the amount of tax dollars spent by the residents for the park; and that a definite burden on the Grantee in park maintenance costs clearly justifies a higher fee for nonresidents.

e. Native Plantings. In developing a FRDAP project with program funds, the Grantee must primarily use vegetation native to the area, except for lawn grasses.

f. The Grantee will obtain Department approval prior to any current or future development of facilities on the Project Site(s), which is defined in subsection 62D-5.054(46), F.A.C. This Agreement is not transferable.

12. Procurement Requirements for Grantee.

The Grantee must secure all goods and services for the Project according to its adopted procurement procedures.

13. Signage.

The Grantee must erect a permanent information sign on the Project site that credits funding (or a portion thereof) to the Florida Department of Environmental Protection and the Florida Recreation Development Assistance Program. The sign must be made of appropriate materials, which are durable for a minimum of twenty-five (25) years after the Project is complete. The sign must be installed on the Project site and approved by the Department before the Department processes the final Project reimbursement request.

14. Termination and Ineligibility.

In addition to the remedies provided elsewhere in this Agreement, if the Grantee fails to comply with the terms stated in this Agreement or with any provisions in Rule Chapter 62D-5, F.A.C., the Department will terminate this Agreement and demand return of the program funds (including interest). Furthermore, the Department will declare the Grantee ineligible for further participation in FRDAP until the Grantee complies. Further, the Grantee agrees to ensure that all necessary permits are obtained prior to implementing any Grant Work Plan activity that may fall under applicable federal, state, or local laws.

15. Conversion.

The Project Site acquired and/or developed with FRDAP assistance must be retained and used for public outdoor recreation. Should the Grantee, within the periods set forth in subsections 62D-5.059(1) and (2), F.A.C., convert all or part of the Project site to other than public outdoor recreational uses, the Grantee must replace the area, facilities, resource, or Project site at its own expense with an acceptable project of comparable scope, and quality.

Florida Department of Environmental Protection

EXHIBIT A
Land and Water Conservation Fund Program
Florida Recreation Development Assistance Program
Project Status Report

Required Signatures: Adobe Signature

Project Name: _____ Project Number: A24061

Project Sponsor: _____

Identify primary and support recreation areas and facilities to be constructed. **(50% of total costs must be in primary facilities).**
PROVIDE PHOTOS OF WORK IN PROGRESS

PRIMARY FACILITIES/ELEMENTS:

Project Elements	Work Accomplished	% Completed

SUPPORT FACILITIES/ELEMENTS:

Project Elements	Work Accomplished	% Completed

PROBLEMS ENCOUNTERED:

Period Covered (Check Appropriate Period):

- ☐ January through April: Due May 5th
- ☐ May through August: Due September 5th
- ☐ September through December: Due January 5th
- ☐ Final Status Report Date from Project Completion Certification: _____

LIAISON: _____ _____

Signature Date

Florida Department of Environmental Protection

EXHIBIT C
PAYMENT REQUEST SUMMARY FORM

Required Signatures: Adobe Signature

Date: _____

_____ _____
Grantee Project Name and Number

Billing Period:_____ Billing #:_____

DEP Division:_____ DEP Program:_____

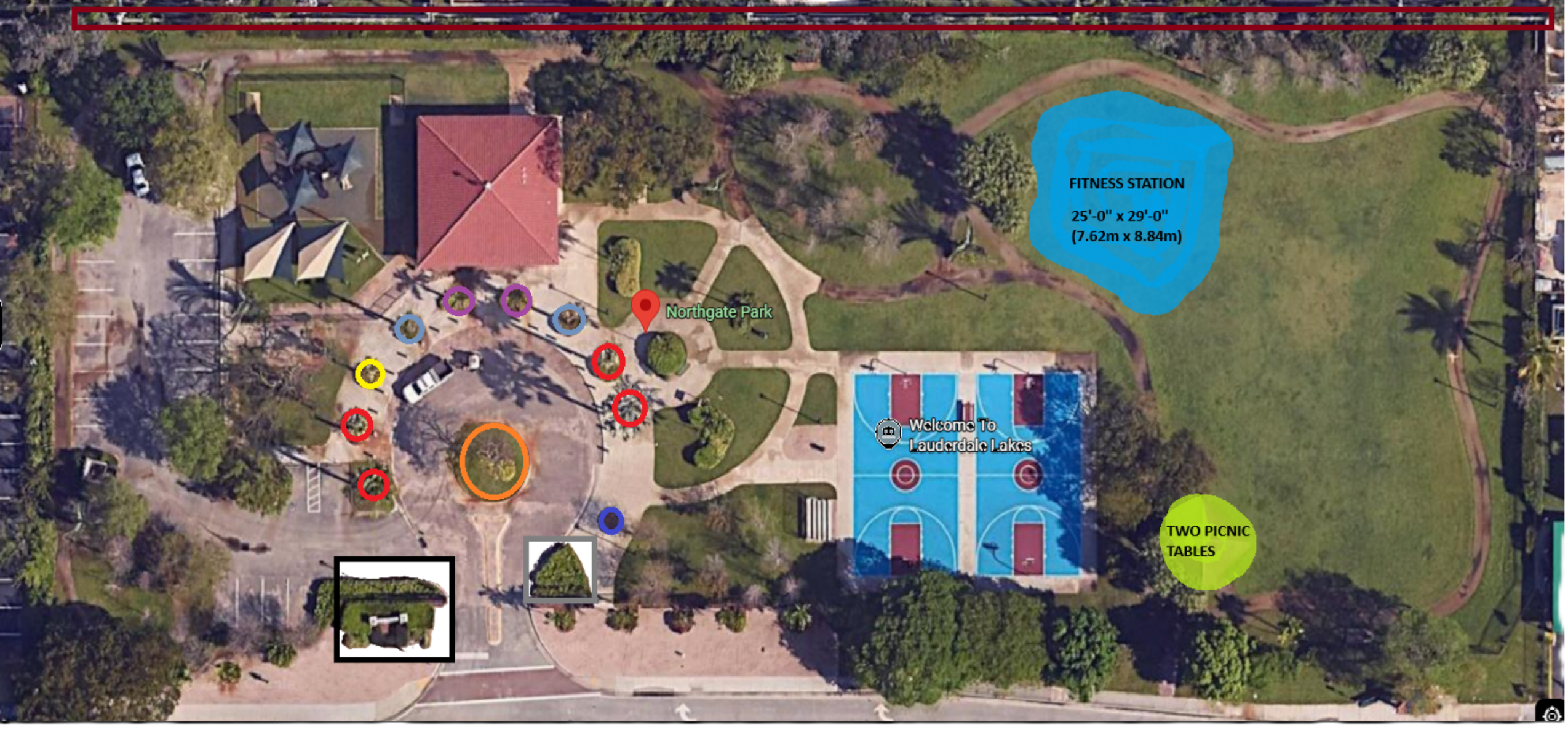
	Project Costs This Billing	Cumulative Project Costs
Contractual Services DRP-116		
Grantee Labor DRP-117		
Employee Benefits (_____% of Salaries)		
Direct Purchases: Materials & Supplies DRP-118		
Grantee Stock DRP-120		
Equipment DRP-119		
Land Value		
Indirect Costs (15% of Grantee Labor)		
TOTAL PROJECT COSTS	$0.00	$0.00

CERTIFICATION: I hereby certify that the above expenses were incurred for the work being accomplished in the attached progress reports.

_____ _____
Project Administrator **Date**

CERTIFICATION: I hereby certify that the documentation has been maintained as required to support the project expenses as reported above and is available for audit upon request.

_____ _____
Project Financial Officer **Date**



MULCHING

ROYAL PALM TREE & MULCHING

BASE PALM TREE & MULCHING

12 GOLD MOUND (EACH)

10 GOLD MOUND (EACH)

50 GOLD MOUND

ADD SOD & 12 GOLD MOUND

ADD SOD

PAINTING WALL

NORTHGATE PARK IMPROVEMENTS PROJECT

SCOPE OF SERVICES

I. Background

The City of Lauderdale Lakes is undertaking improvements at **Northgate Park** to enhance recreational amenities, aesthetics, and overall park usability for residents and visitors. The project is funded through a **Florida Recreation Development Assistance Program (FRDAP) Grant** and must be completed no later than **April 30, 2026**. The improvements focus on fitness amenities, seating, wall restoration, and comprehensive landscaping enhancements.

Project Location: Northgate Park, City of Lauderdale Lakes, Florida

Project Manager: Hamza Ansari

II. Scope of Services

The Contractor shall furnish all labor, materials, equipment, supervision, and incidentals necessary to complete the work described herein, in accordance with City standards and applicable codes.

A. Outdoor Fitness Station Installation

The Contractor shall supply and install one (1) outdoor fitness station meeting the following specifications:

- **Manufacturer:** GameTime / Gameplay
- **Model:** FT20204
- **Age Group:** 13+ years
- **Use Zone:** 25’-0” x 29’-0” (7.62m x 8.84m)
- **Fall Height:** 0’ (0 m)
- **Capacity:** 60–65 users

All equipment shall be installed per manufacturer requirements and City approval.

B. Poured Rubber Safety Surfacing

The Contractor shall provide and install poured-in-place rubber surfacing for the fitness area with the following specifications:

- **Product:** 1850 GT-Impax Poured Rubber Surfacing
- **Color:** 50% standard color mix
- **Binder:** Aromatic binder
- **Thickness:** 3.75”–4.5” with ½” EPDM wear course cap
- **Warranty:** Minimum 5-year warranty

Surface installation shall comply with manufacturer specifications and safety standards.

C. Picnic Tables

The Contractor shall furnish and install two (2) new picnic tables as follows:

- **Vendor:** Belson Outdoors
- **Model:** PR-6AA
- **Color:** Dark Grey
- **Material:** Aluminum frame and components
- **Design:** Standard 6-foot rectangular picnic table with attached benches

Tables shall be anchored in accordance with manufacturer recommendations and installed in an ADA-compliant manner where applicable.

D. Perimeter Wall Cleaning and Painting

The Contractor shall clean, prepare, and paint the existing perimeter wall.

- **Wall Height:** Approximately 7 ft. 4 in.
- **Wall Length:** Approximately 590 linear feet
- **Total Paintable Area:** Approximately 4,326 square feet
- **Paint Color:** To be determined by the City

Painting shall be uniform and completed using industry-standard preparation and coating methods.

E. Landscaping – Entrance Area

1. Removal of Existing Landscaping

- Remove all existing shrubs, plants, groundcover, weeds, and vegetation in the entrance planting beds and around the monument sign.
- Dispose of all debris off-site.
- Prepare soil for sod and shrub installation.

2. Sod Installation

- Install new sod (City-approved type) throughout the entrance beds.
- Include soil preparation, grading, and watering at time of installation.

3. Shrub Installation

- Install **twelve (12) Gold Mound shrubs** around the monument sign.
- **Container Size:** 3-gallon
- Layout subject to City approval.

4. Mulching and Final Appearance

- Apply mulch (type to be approved by City).
- Ensure clean edges, uniform sod, symmetrical shrub layout, and neat appearance.

F. Landscaping – Roundabout and Circular Beds

1. Removal of Existing Landscaping

- Remove all existing shrubs, dead plants, weeds, and groundcover from circular beds.
- Dispose of all materials off-site.

2. Tree Installation

Install the following trees in the outer circular beds:

- **Right-side circle:** One (1) Royal Palm Tree
- **Left-side circle:** One (1) Base Palm Tree (to match existing species)

Trees shall be nursery grade, properly staked, and installed per ANSI planting standards.

3. Shrub Installation

- **Top two circular beds:** 12 Gold Mound shrubs per bed (24 total)
- **Side circular beds:** 10 Gold Mound shrubs per bed (20 total)
- **Middle circular bed:** 50 Gold Mound shrubs

All shrubs shall be 3-gallon containers, uniformly spaced, mulched, and watered.

4. Mulching

- Apply fresh brown hardwood mulch to a depth of 2–3 inches.
- Ensure clean, uniform coverage.

5. Sod Installation

- Install approximately **1,400 square feet of St. Augustine sod** (or City-approved equivalent).
- Include soil preparation, grading, rolling, and watering.

G. Site Cleanup

- Remove all construction debris, excess materials, and waste.
- Restore all disturbed areas to original or better condition.

III. Deliverables

- Fully installed outdoor fitness station
- Installed poured rubber safety surfacing
- Two (2) anchored picnic tables
- Painted perimeter wall
- Installed trees, shrubs, mulch, and sod
- Completed landscaping improvements
- Clean and restored project site

IV. Project Schedule

- **Project Start:** TBD
- **Substantial Completion:** April 30, 2026
- **Final Inspection and Acceptance:** TBD

V. Responsibilities

Contractor

- Provide all labor, materials, equipment, and supervision
- Submit all product data, submittals, and schedules
- Maintain site safety and compliance

City / Project Manager

- Provide site access and coordinate permits
- Review and approve submittals
- Conduct inspections and approve final acceptance

VI. Assumptions and Constraints

- Work shall occur during approved park hours
- No electrical or major utility modifications are included
- Contractor is responsible for verifying all field measurements

VII. Acceptance Criteria

- All work completed per specifications and City standards
- ADA and safety compliance achieved
- Landscaping and painting completed neatly and uniformly
- Final inspection approved by the City

VIII. Exclusions

- Electrical or irrigation work outside the areas described
- Any work not explicitly stated in this Scope of Services

All proposed items shall include costs for all materials, equipment, labor, supervision, taxes, insurance, bonds, miscellaneous costs and Contractor’s overhead and profit. Note that change orders are not considered for costs related to any of the above.

CONTRACTOR shall furnish all labor, materials, and equipment and perform all the necessary WORK in the manner and form provided in the Contract Documents.

Conditions: Successful Bidder will be subject to the City's standard terms and contract conditions.

Contact: Aazam Piprawala, CERT SCM, purchasing@lauderdalelakes.org

MUST Schedule Site Visit before January 6th, 2025
MUST RSVP WITH 24hrs before.
Contact **Ronald Desbrunes, P.E.** Director | Public Works

All communication must be sent to BOTH addresses
ronaldd@lauderdalelakes.org
CC. purchasing@lauderdalelakes.org

Eligibility:
1) Must be contracted contractor with TIPS
2) Conducted site visit and inspection.

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes Contract Requirement: Yes

Title

DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO AWARD A CONTRACT TO ADVANCED RECREATIONAL CONCEPTS IN THE AMOUNT OF ONE HUNDRED AND EIGHTY NINE THOUSAND, EIGHT HUNDRED AND TWENTY SIX DOLLARS ($189,826.00) TO PROVIDE IMPROVEMENTS FOR OTIS GRAY PAVILION REPLACEMENT PROJECT

Summary

This is a discussion regarding awarding a contract to Advanced Recreational Concepts following the results of the evaluation committee for RFP26-6310-09R Otis Gray Pavilion Replacement project in the amount $189,826.00 plus a $10,000.00 contingency for any unforeseen conditions which totals $199,826.00.

Staff Recommendation

Background:

In an effort to enhance the facilities at Otis Gray Park, the City issued a solicitation to facilitate the upgrade. This project involves the complete demolition, removal, and replacement of two existing pavilions at Otis Gray Park. The scope includes the installation of two Polygon shaped shelters with cupolas and sloped PBR roofing, including associated site preparation, concrete foundations, slab installation, and utility connections. The project also entails all required permitting, engineering, and coordination with relevant municipal departments.

The solicitation summary is as follows:

Advertised on the city's OpenGov Platform on.. October 27, 2025, 11:00 AM
All bids were due on…… December 5, 2025, 10:00am
Vendors Notified……..16,409
Legal Ads posted in the Sun Sentinel Papers… October 29th & November 2nd, 2025
Downloaders…..…..71
Submissions……5

Five (5) firms made a submittal on the city's OpenGov Platform and Staff reviewed all proposals for compliance of the bid requirements, ensuring that the bids are responsive and responsible, however two (2) were found Non-Responsive:

Firm	Note	BID AMOUNT	LOCATION
Bliss Products & Services, Inc	Did not provide Financial statement and current workload	$155,565.59	Lithia Springs, GA 30122
Concord Technologies, Inc.	Did not provide Financial statement and current workload	$296,000.00	Pembroke Pines, FL 33024

The remaining firms were found responsive and evaluated by a committee in a public meeting. The evaluation yielded the following results:

#	VENDOR	SCORE	BID AMOUNT	LOCATION
1	Advanced Recreational Concepts	**264.70**	$189,826.00	Melbourne, FL 32934
2	Khan Builders, Inc.	**263.00**	$158,724.00	Miramar, FL 33025
3	DBTECH, Inc.	**154.63**	$217,948.74	Miami, FL 33179

The evaluation committee noted that Advanced Recreational Concepts has over 42 years' experience in designing, permitting and installing play environments and 20 years' experience in work related to pavilion and shelter upgrades. They have demonstrated successful projects for various municipal and county governments (at least 4) in the state of Florida. The other two vendors showed more construction experience, rather than experience related to this RFP, and the timelines were not as clear as Advanced Recreational Concepts.

A $10,000.00 (around 5%), contingency is being requested for the purpose of funding portions of the Work which are unforeseeable at the time of execution of the work to be performed under this contract, desirable by the city to be incorporated into the Contract. Performance of Work, if any, under this allowance Account must be authorized in writing by the City's Project Manager.

City staff is recommending award of this contract to Advance Recreational Concepts in accordance with the City's Procurement Code, Section 82-356(a)(3), of the Lauderdale lakes procurement code which allows Competitive sealed proposals (Request for Proposals)

Funding Source:
3151319-6310-PAVIL

Fiscal Impact:
$199,826.00

Sponsor Name/Department: Aazam Piprawala; Procurement Administrator, Ronald Desbrunes, Director, Public Works

Meeting Date: 1/12/2026

ATTACHMENTS:

	Description	Type
🗋	Exhibit A	Exhibit
🗋	Exhibit C	Exhibit
🗋	Exhibit B	Exhibit
🗋	Advanced Recreational BID	Backup Material
🗋	Statement of Support	Backup Material
🗋	Evaluation Committee Response Summary	Backup Material

REQUEST FOR PROPOSAL

OTIS GRAY PARK PAVILIONS REPLACEMENT

RFP NO.: 26-6310-09R

CITY OF LAUDERDALE LAKES
Financial Services Department
4300 NW 36th Street
Lauderdale Lakes, FL 33319
Phone: (954) 535-2700
Fax: (954) 535-1892
Email: purchasing@lauderdalelakes.org

ALL PROPOSALS WILL BE RECEIVED VIA THE CITY'S ePROCUREMENT PORTAL AT: https://procurement.opengov.com/portal/lauderdalelakes

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Attachments:

A - Sample Agreement

B - Contingent_Design_Otis_Gray_Pavilion (2)

C - General Construction Standards and Sample Contract

D - certificate of Liability Insurance_Redacted

SOLICITATION INFORMATION

Solicitation Title: Otis Gray Park Pavilions Replacement

Purpose/Description:

The City of Lauderdale Lakes is seeking qualified, experienced, and licensed firm(s) to provide Otis Gray Park Pavilions Replacement in accordance with the terms, conditions and specifications contained in this Request for Proposal (RFP). Proposals will be due via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes on or before **10:00 am at Friday, December 5, 2025**. Late Proposals will not be accepted.

RFP Published:	October 27, 2025
Pre-Proposal Conference (Mandatory):	November 4, 2025, 11:00am Lauderdale Lakes City Hall 4300 NW 36th Street Lauderdale Lakes, FL 33319 Gereffi Room, 2nd Floor
Deadline for Questions:	November 14, 2025, 5:00pm
RFP Close Date/Proposals Due:	December 5, 2025, 10:00am
Evaluation Committee Review:	TBD
Presentation (if applicable):	TBD
Anticipated Award Date:	December 23, 2025

Note:
*The City of Lauderdale Lakes reserves the right to delay and/or change the date for the Anticipated Award Date.

Point of Contact: Requests for Information related to this solicitation must be directed to:

Mr. Aazam Piprawala
Procurement Administrator

Please submit all written questions via the City's eProcurement portal at
https://procurement.opengov.com/portal/lauderdalelakes.

Questions will only be accepted via the City's eProcurement portal.

REQUEST FOR PROPOSAL

The City of Lauderdale Lakes, Florida, hereinafter referred to as the "CITY", is hereby soliciting proposals from experienced and qualified Contractors to provide **Otis Gray Park Pavilions Replacement** in accordance with the terms and conditions and specifications contained in this **Request for Proposal (RFP) 26-6310-09R.** Proposals are to be submitted via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes **until 10:00 am Local Time, on Friday, December 5, 2025**, at which time this RFP will be publicly declared closed.

Please submit Proposals electronically via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Hard copies of the bids or proposals are no longer accepted.

Solicitation documents shall be obtained via the eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Proposers who obtain solicitation documents from other sources than https://procurement.opengov.com/portal/lauderdalelakes are cautioned that the solicitation package may be incomplete. Furthermore, all addenda will be posted and disseminated via the portal. **Deadline for Receipt of Proposals: Friday, December 5, 2025 at 10:00 am.**

Pre-Proposal Conference: A Mandatory pre-proposal conference has been scheduled.

Electronic Proposal Openings. Please be advised that effective immediately, and until further notice, all Invitation to Bids, Request For Proposals, Request For Qualifications, and other solicitations led by the City of Lauderdale Lakes will be opened electronically via the eProcurement portal at the date and time indicated on the solicitation. All openings will be held on the https://procurement.opengov.com/portal/lauderdalelakes platform. The opening may be viewed in real time through a "Zoom Meeting" or similar type platform.

Bid Opening 26-6310-09R Otis Gray Park Pavilions Replacement. Friday, December 5, 2025, 10:00 am (America/New_York)

Join Zoom Meeting
https://us06web.zoom.us/j/83545122202?pwd=n639fjk3QUVTnXNiwqIemVOaSwbm0a.1

Meeting ID: 835 4512 2202
Passcode: 420380

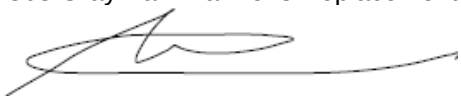
One tap mobile
+13052241968,,83545122202# US
+16465588656,,83545122202# US (New York)

Join instructions
https://us06web.zoom.us/meetings/83545122202/invitations?signature=O4tCuCOIpfOkv5cyVcgcN1NHkOqHnDkAfY2zh_oQTvQ

Acceptance and Rejections: The City of Lauderdale Lakes, Florida, reserves the right to reject any and all proposals, waive informalities, re-advertise and award the Contract in its best interest.

Prohibition Against Lobbying: Please be advised that this solicitation is subject to the City of Lauderdale Lakes' Purchasing Code Section 82-366, Ethics in Public Contracting, prohibiting communication related to this solicitation except with the designated representative during the formal solicitation process.

City of Lauderdale Lakes, Florida

By: 

Mr. Aazam Piprawala, CERT SCM.

Procurement Administrator,

Financial Services

Advertisement Dates:

October 29th, 2025 / November 2nd, 2025

DEFINITIONS

Whenever the following terms appear in the solicitation, the intent and meaning shall be interpreted as follows:

A. **Addendum/Addenda:** Any additions, deletions, or revisions to the Solicitation.

B. **Amendment:** Document signed by the Consultant and the CITY that authorizes an adjustment in the Work, Contract Price, or Contract Time.

C. **Best and Final Proposal(s):** The final quote submitted after negotiations are completed containing the PROPOSER's most favorable terms for price, Services, and products to be delivered.

D. **"Bid" or "Invitation to Bid" (ITB):** terms used interchangeably in an Invitation to Bid while retaining the same meaning.

E. **CBE Firm or SBE Firm:** A County Business Enterprise ("CBE") or Small Business Enterprise ("SBE") as defined by Section 1-81.1(c) of the Code of Ordinances of Broward County, Florida, that has a Broward County Business Tax Receipt, is located and doing business in Broward County, and is certified as such by the Broward County Office of Economic Development and Small Business Development.

F. **Change Order:** means a written order issued by Owner and, except for unilateral written orders approved by Owner, accepted by Contractor, authorizing additions, deletions, or revisions in the Work, or an adjustment in the contract price, or contract times, issued on or after the Effective Date of the Contract.

G. **City or Owner:** City of Lauderdale Lakes, Florida, the public body, agency or instrumentality for which a Contract is to be performed. In all respects hereunder, City's performance is pursuant to City's position as the owner of a construction project. In the event City exercises its regulatory authority as a governmental body, the exercise of such regulatory authority and the enforcement of any rules, regulations, laws and ordinances shall be deemed to have occurred pursuant to City's authority as a governmental body and shall not be attributable in any manner to City as a party to the Contract.

H. **City Commission**: The governing and legislative body of the CITY.

I. **City Manager:** The chief administrative officer of the CITY as defined by City Charter and/or Code of Ordinances.

J. **Contract** or **Agreement:** The written agreement for performance of the Scope of Work entered into between the CITY and the successful PROPOSER.

K. **Contract Administrator:** The Purchasing Agent, or some other employee expressly designated as Contract Administrator in writing by the City Manager, who is the representative of the CITY concerning the Contract Documents.

L. **Contract Documents:** The solicitation, all attachments and exhibits, Qualification Forms (including the Quote, information required of PROPOSER, and all required certificates and affidavits), Contract, Performance Bond, Payment Bond, General Terms and Conditions (if any), Special Conditions (if any), Technical Specifications (if any), Drawings, and all addenda and Change Orders.

M. **"Contract Drawings" or "Drawings":** means the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

N. **"Contract Price":** means the total amount payable by Owner to Contractor for performance of the Work under the Contract Documents.

O. **Department of Financial Services**: The Department of Financial Services-Department of Financial Services of the City of Lauderdale Lakes.

P. **Drawings and/or Plans:** The official drawings, plans, maps, profiles, diagrams, and other graphic representations which show the character, location, nature, extent, and scope of Work and which have been prepared by the Consultant and are referred to in Contract Documents.

Q. **Due Date and Time:** Due date and time listed in the Solicitation Timetable stated in this Solicitation.

R. **Effective Date of the Agreement:** Date indicated in the Agreement on which it was executed. If no such date is indicated, it means the date on which the Agreement is signed and delivered by the last of the parties to sign and deliver.

S. **Evaluation/Selection Committee**: City staff and/ or outside consultants assigned to evaluate the submitted proposals.

T. **Local Business:** A firm that is domiciled and doing business within the City of Lauderdale Lakes CITY limits and complies with all City of Lauderdale Lakes licensing requirements and is current on all CITY taxes.

U. **Notice to Proceed**. A written notice to Contractor authorizing the commencement of work.

V. **"Proposal", "Response" "Offer" or "Bid":** Any offer(s) submitted in response to this solicitation.

W. **Proposer:** Any individual, firm, or corporation submitting a proposal for this project, acting directly or through a duly authorized representative. For the purpose of this Contract, PROPOSER shall mean the same thing as the BIDDER.

X. **"Provider", "Bidder", "Contractor", or "Successful Proposer" "Firm" "Program Administrator" "Vendor: or "Consultant":** The PROPOSER receiving an award as a result of this solicitation. Said terms may be used interchangeably while retaining the same meaning.

Y. **Purchasing Office:** The Administration Division of the Department of Financial Services of the City of Lauderdale Lakes.

Z. **"Request for Proposal," or "RFP":** A Request for Proposal including all Exhibits and Attachments as approved by the CITY, and addenda or change orders issued by the Purchasing Division.

AA. **Subcontractor / Subconsultant:** Any person, firm, entity, or organization, other than the employees of the Successful PROPOSER, who contract with the Successful PROPOSER to furnish labor, or labor and materials, in connection with the Work or Services to the CITY, whether directly or indirectly, on behalf of the Successful PROPOSER.

BB. **Substitutions or As Equal:** Materials, products, equipment or system, that are alternate from those originally specified in the Contract Documents.

CC. **Surety:** The surety company or individual bound by the performance bond and payment bond with and for the Successful PROPOSER who is primarily liable, and which surety company or individual is responsible for the Successful PROPOSER's satisfactory performance of the Work under the Contract and for the payment of all debts pertaining thereto in accordance with Section §255.05, Florida Statutes.

DD. **Taxes:** All taxes related to the performance of the Work or any portion thereof, including but not limited to all sales, consumer, use, occupational, excise, social security, unemployment compensation and similar taxes.

EE. **Vendor:** All merchants, Material men, Suppliers of labor, Material and equipment, providers and all other professionals who are currently under service contracts with the CITY and are delivering Services to the CITY.

FF. **Work, Services, Program, Project, Activity, or Engagement**: All matters that will be required to be done by the successful PROPOSER in accordance with the Scope of Work, and the Terms and Conditions of this solicitation.

SCOPE OF SERVICES

GENERAL SCOPE OF SERVICES:

This project involves the complete demolition, removal, and replacement of two existing pavilions at Otis Gray Park. The scope includes the installation of two Polygon shaped shelters with cupolas and sloped PBR roofing, including associated site preparation, concrete foundations, slab installation, and utility connections. The project also entails all required permitting, engineering, and coordination with relevant municipal departments.

PROJECT SCOPE:

Demolition

- Demolition and removal of two existing pavilions and associated concrete slabs.
- Disposal of all demolition debris in compliance with local codes and regulations.

New Pavilion Installation

- Supply and installation of two (2) Polygon shaped shelters or equivalent/similar to the existing:
  - Cupolas similar to existing
  - Sloped Purlin Bearing Rib (PBR) roofing 22’ diameter
  - Minimum 7’ 6” vertical clearance
  - Circular concrete slab 37’ diameter 273sqft.
- Securing and offloading, assembly, foundation work, and final installation of shelter structures.
- Installation of new concrete slabs as required for each pavilion.

Utility Work

- Connect existing water line and install a spigot at on (1) column per pavilion.
- Connection of existing electrical lines and installation of (1) outlet on a column per pavilion

Permitting & Engineering

- Apply, obtain and payment of all applicable permits and permit fees. City not responsible for permit fees.
- Structural engineering and preparation of sealed construction documents.
- Four (4) signed and sealed sets of drawings and supporting documents to be provided for permitting.

Color and Electrical

- Final color selections to be confirmed during the submittal approval process.

- Electrical cutout specifications and locations to be selected at the time of submittal review.

WARRANTY:

Minimum 10-year limited manufacturer warranty applies and 2-year labor warranty.

CONTRACTOR RESPONSIBILITES:

- Signed and sealed site plan or survey
- Geotechnical report
- Location and marking of any private underground utilities
- Tree survey and protective barriers
- Site, materials and equipment must be secured before and after work hours. This includes barricades, construction safety fence, security for tools/materials as needed.
- Provide electricity.

CUSTOMER RESPONSBILITIES:

The following must be provided by the customer prior to installation:

- Access to the site for equipment and crew
- Designated staging area near worksite available.

ADDITIONAL ITEMS (IF NECESSARY):

- Sod & Landscaping restoration.
- Waste Management dumpster for disposal if needed.
- Soils testing if required.
- Concrete testing if required.

QUALIFICATIONS

Proposals will be considered from qualified firms or individuals that have successfully completed a minimum of three (3) projects of similar scope over the past five (5) years, in the state of Florida. Proposer must include this experience in its submittal. Also, the firm must have a sufficient number of staff to complete the work in the time required and in accordance with the specifications in the Scope of Work. (See above section)

TERM OF CONTRACT

The Work to be performed under this Agreement shall commence upon the date specified in the Notice to Proceed and, subject to authorized adjustments, shall be completed no later than one (1) year after the execution of this Agreement. CONTRACTOR agrees that all Work under this Agreement shall be pursued on schedule, diligently and uninterrupted at a rate of progress which will ensure full completion within the agreed term. Failure to achieve timely, substantial and/or final completion shall be regarded as a material breach of this Agreement and shall be subject to the appropriate remedies including but not limited to liability for liquidated damages.

INQUIRIES/AVAILABILITY

Inquiries concerning Proposal Submittals should be submitted via the eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes.

Solicitation documents shall be downloaded from the eProcurement portal at: https://procurement.opengov.com/portal/lauderdalelakes.

CONTACT WITH PERSONNEL OF THE CITY OF LAUDERDALE LAKES OTHER THAN THE DESIGNATED REPRESENTATIVE REGARDING THIS REQUEST FOR PROPOSALS MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.

SUBMITTAL INFORMATION: How, When & Where

Responses MUST be submitted electronically via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Vendor guides on how to register and submit responses can be found here: https://opengov.my.site.com/support/s/article/ca6d1285-1e48-4a21-bb0d-715edb7794ed. You must be a planholder in order to submit a response. Responses received electronically will remain sealed or unopened until the request for proposal is declared closed.

EVALUATION METHODOLOGY

The City will assemble an evaluation and selection committee comprised of staff and additional consultants if necessary. This committee shall evaluate the proposals and may recommend the top ranked firms for oral presentations. The committee shall evaluate the proposals based on the demonstrated proficiency level of the proposing firm for work of a similar type as specified in the Scope of Services.

CRITERIA	**MAXIMUM POINTS**
Project Understanding & Technical Approach	30
Price	25
Proposer's Qualifications	20
Proposal Timeline	20
Location	5
Total	**100**

The CITY may require additional information and proposers agree to furnish such information. The CITY reserves the right, at its sole discretion, to award the contract to that proposer who will best service the interest of the CITY. The CITY reserves the right, based upon its' deliberations and its' sole opinion, to accept or reject any proposal. The CITY reserves the right to waive minor irregularities or variations to the specifications and in the bidding process.

See the EVALUATION CRITERIA section for definitions on the above criteria.

EVALUATION CRITERIA

No.	Evaluation Criteria	Scoring Method	Weight (Points)
1.	**Project Understanding & Technical Approach** This category evaluates the Proposer's comprehension of the project scope and objectives, as well as the soundness, creativity, and feasibility of their technical approach to achieving project goals.	Points Based	30 *(30% of Total)*
2.	**Price** This category evaluates the Proposer's overall cost proposal for completeness, reasonableness, and alignment with the project scope, ensuring best value to the City while maintaining quality standards. **Evaluating Cost:** **The Base Cost Score will be evaluated as follows:** **Calculation example:** Cost Score: Assumptions: Vendor A total Price $40,000 Score = (LV/EV) x15 points: Where: Score = Computed cost score for the Proposer (PC) LV = Lowest total price of all Vendors (Vendor A, in this case) PC = This Proposer's Cost	Reward Low Cost	25 *(25% of Total)*
3.	**Project Team Qualification & Experience** This category evaluates the Proposer's experience, credentials, and demonstrated success of the project team in completing similar projects, including key personnel expertise and the firm's overall capacity to perform the required services.	Points Based	20 *(20% of Total)*
4.	**Proposal Timeline** This category evaluates the Proposer's proposed schedule, including their ability to meet or exceed project milestones and deadlines, as well as the realism and efficiency of their implementation plan.	Points Based	20 *(20% of Total)*

5.	**Location** Based upon the primary location of the business: Firm resides within Lauderdale Lakes - 5 points Firm resides outside of the above, but in Broward County - 4 points Firm resides within Dade or Palm Beach, County - 3 points Firm resides outside of the above - 1 points	0-5 Points	5 *(5% of Total)*

SELECTION PROCEDURE

A Selection/Negotiation Committee appointed by the City Manager will be responsible for short listing the most qualified firms. The Selection Committee may also, at its sole discretion, request additional or clarifying information from any responder. The Selection Committee may expressly request such information to remedy any incomplete response, but will not be obligated to do so. The occurrence or absence of such a request shall not be cause for objection by any responder. Proprietary information from competing responders shall not be disclosed to the public or to competitors prior to any award subject to Public Records Law, Chapter 119, Florida Statutes.

Shortlisted firms may be asked to make a presentation of its qualifications and methodology to City staff and /or the City Commission.

The committee reserves the right to negotiate an agreement with the shortlisted firms individually based upon ranking or to conduct negotiations to reach an agreement with one of the shortlisted firms, which will be recommended to the City Manager and/or the City Commission for award.

The City reserves the right to award to one proposer, to split the award among multiple proposers (if applicable) or to not award.

NO AWARD WITH RESPECT HERETO SHALL BE DEEMED FINAL AND ALL SUCH AWARDS SHALL BE DEEMED CONDITIONAL, UNLESS AND UNTIL THE PARTIES SHALL HAVE FULLY EXECUTED THE CONTRACT(S) CONTEMPLATED HEREIN, AND A FULLY EXECUTED CONTRACT HAS BEEN RETURNED TO THE PROPOSER BY THE CITY.

THE CITY RESERVES THE RIGHT TO REVOKE ANY AWARD MADE HEREUNDER, WITHOUT PENALTY, PREMIUM, OR OBLIGATION, AT ANY TIME PRIOR TO THE DELIVERY OF THE FULLY EXECUTED CONTRACT(S) TO THE PROPOSER, NOTWITHSTANDING THAT AN AWARD MAY HAVE BEEN PUBLISHED. NO PROPOSER SHALL BE ENTITLED TO RELY ON ANY ANNOUNCEMENT OF AN AWARD, AND THE CITY SHALL IN NO WAY BE ESTOPPED IN THE REVOCATION OF AN AWARD PREVIOUSLY GRANTED.

REJECTION CRITERIA

Your proposal shall be considered non-responsive if any of the following criteria exist (this list is not all inclusive):

- All questions and instructions, including the questions in the Submittal Package, have not been properly completed.
- The instructions, order and matrixes in the Proposal Package have not been properly followed.
- The RFP response Package is found to have concealed or contained false and/or misleading information.
- The CITY did not receive the Response to the RFP Package prior to the submittal deadline electronically.
- Your firm is not licensed with the Florida Secretary of State to do business in Florida. **You must submit a State of Florida Certificate of Status for your firm.**
- Executed Non-Collusive/and or Drug Free Workplace Affidavits are not submitted with the response.
- The proposal/bid bond/fidelity bond, if required, is not included in the Package.
- The Proposal signature page and certification is not properly executed.

WAIVERS

The CITY in its sole discretion, reserves the right to reject any and all proposals, accept any proposal or any combination of proposals or waive any minor irregularity or technicality in proposals received and may, at its sole discretion, request a re-proposal, when in its sole judgment, it will best serve public interest.

INSURANCE REQUIREMENTS

A. The PROPOSER shall not commence work under this Contract until it has obtained all Insurance required under this paragraph and such insurance has been approved by the CITY.

B. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The PROPOSER shall furnish Certificates of Insurance to the CITY's representative prior to the commencement of operations. The Certificates shall clearly indicate that the PROPOSER has obtained insurance of the type, amount, and classification as required for strict compliance with this paragraph and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the CITY's representative. Compliance with the foregoing requirements shall not relieve the PROPOSER of its liability and obligations under this Contract.

C. The PROPOSER shall maintain during the term of this Contract, standard Professional Liability Insurance in the minimum of $1,000,000 per occurrence for Errors and Omissions.

D. The PROPOSER shall maintain, during the life of this Contract, Comprehensive General Liability Insurance in the amount of $1,000,000 per occurrence to protect the PROPOSER from claims for damages for bodily and personal injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the PROPOSER or by anyone directly employed by or contracting with the PROPOSER.

E. The PROPOSER shall maintain, during the life of this Contract, Comprehensive Automobile Liability insurance in the minimum amount of $1,000,000 combined single limit for bodily injury and property damage liability to protect the PROPOSER from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use or maintenance of owned and non-owned automobiles, including rented automobiles whether such operations be by the PROPOSER or by anyone directly or indirectly employed by the PROPOSER.

F. The PROPOSER shall maintain, during the life of this Contract, adequate Workers' Compensation Insurance and Employer's Liability Insurance in at least such amounts as are required by law for all of its employees per Florida Statute 440.02.
Exceptions: Workers' Compensation Insurance will not be required if the individuals performing the work are a corporation officer, sole proprietor, or partner. In such case, the firm shall provide copies of their waivers as provided by Florida Statutes 440.055.

G. All insurance, other than Professional Liability and Workers' Compensation, to be maintained by the PROPOSER shall specifically include the City of Lauderdale Lakes as "Additional Insured" and shall unequivocally provide thirty (30) days written notice to the CITY prior to any adverse changes, cancellation or non-renewal of coverage thereunder.

H. Required insurance shall support PROPOSER's indemnity set forth in the Contract and shall unequivocally provide thirty (30) days written notice to the CITY prior to any adverse change, cancellation or non-renewal of coverage there under. Said liability insurance must be acceptable to and approved by the CITY as to form and types of coverage. In the event that the statutory liability of the CITY is amended during the term of this Contract to exceed the above limits, the PROPOSER shall be required, upon thirty (30) days written notice by the CITY, to provide coverage at least equal to the amended statutory limit of liability of the CITY.

I. It shall be the responsibility of the PROPOSER to ensure that all Sub Proposers comply with the same insurance requirements referenced above.

J. Compliance with the foregoing requirements shall not relieve the Successful PROPOSER of its liability and obligation under this section or under any other section if this section or under any other section of the Contract.

K. Issuance of a contract is contingent upon receipt of the insurance documents within five (5) business days after a Notification of Tentative Award is issued to the PROPOSER by an authorized official of the CITY. If the insurance certificate is received within the specific time frame, but not in the manner prescribed in this Section, the Successful PROPOSER shall be verbally notified of such deficiency and shall have an additional five (5) calendar days to submit a corrected certificate to the CITY. If the Successful Proposer fails to submit the required insurance documents in the manner prescribed in this Agreement within five (5) business days after the Notification Of Tentative Award the Successful PROPOSER shall be in default of the terms and conditions and the any proposed Contract shall deemed terminated immediately. Under these circumstances, the Successful PROPOSER may be prohibited from submitting future Proposals to the CITY for a period of twelve (12) months.

L. Successful PROPOSER shall be responsible for assuring that the insurance certificate required in conjunction with this Section remain in force for the duration of the period of performance for any contractual agreement(s) resulting from this solicitation. If insurance certificates are scheduled to expire during the term hereof, the Successful PROPOSER shall be responsible for submitting new or renewed insurance certificates to the CITY at a minimum of thirty (30) calendar days in advance of such expiration. In the event that expired certificates are not replaced with new or renewed certificates which cover the term hereof, the CITY shall suspend the Contract until such time as the new or renewed certificates are received by the CITY in a manner prescribed in this Section; provided however, that this suspension period does not exceed thirty (30) days, the CITY may at its sole discretion, terminate the Contract and seek re-Purchasing charges from the Successful PROPOSER.

M. In the judgment of the CITY, prevailing conditions warrant the provision by Successful PROPOSER of additional liability insurance coverage or coverage which is different in kind, the CITY reserves the right to require the provision by Successful PROPOSER of an amount of coverage different from the amounts or kind previously required and shall afford written notice of such change in requirements thirty (30) days prior to the date on which the requirements shall take effect. Should the Successful PROPOSER fail or refuse to satisfy the requirement of changed coverage within thirty (30) days following the CITY's written notice, the CITY, at its sole option, may terminate the Contract upon written notice to the PROPOSER, said termination taking effect on the date that the required change in policy coverage would otherwise take effect.

N. An original or certified sample copy of the signed Certificate or Certificates of Insurance, evidencing that required insurance coverage(s) has been procured by PROPOSER in the types and amount(s) required hereunder, shall be included with the Proposal response.

O. After award, except as to Worker's Compensation and Employer's Liability, said Certificate(s) shall clearly state that coverage required by the Contract has been endorsed to include the City of Lauderdale Lakes, a political subdivision of the State of Florida, its officers, agents and employees as Additional Insured.

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GENERAL CONDITIONS

It is the sole responsibility of the RESPONDENT to become thoroughly familiar with the Solicitation requirements and all terms and conditions affecting the process of this Solicitation. Plead of ignorance by the RESPONDENT of conditions that exist, or that may exist, will not be accepted as a basis for varying the requirements of this Solicitation.

ADDITIONAL TERMS AND CONDITIONS:

No additional terms and conditions included with the response shall be evaluated or considered, have no force or effect, and are inapplicable to this response unless agreed to in writing by the City. It is understood and agreed that the conditions in these Solicitation Documents are the only conditions applicable to this solicitation and the Respondent's authorized signature on the Solicitation Form attests to this.

ANNUAL APPROPRIATION:

Any Contract issued is conditional upon the approval of the annual budget appropriations to implement the Contract.

ASSIGNMENT:

Any Purchase Order or Contract issued pursuant to this solicitation and the monies which may become due hereunder are not assignable, in whole or part without prior consent and approval by the City Manager or designated representative.

AWARD OF CONTRACT

The CITY reserves the right to accept any Response or combination of Response alternates which, in the CITY'S judgement will best serve the CITY'S interest, reject any and all Responses, waive any and all informalities and/or irregularities, and disregard all nonconforming, nonresponsive, unbalanced or conditional Responses. Also, the CITY reserves the right to reject the Response of any RESPONDENT, if the CITY believes that it would not be in the best interest of the CITY to make an award to that RESPONDENT, whether because the Response is non-conforming, non-responsive, unqualified, of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the CITY.

The Successful Contractor(s) shall not begin work until a Contract has been awarded by the City Commission (if required) and a notice to proceed has been issued. Contractor(s) agree and understand that the issuance of a Purchase Order and/or Task Order shall be issued and provided to the Contractor(s) following Commission award.

RESPONSE SUBMITTAL

Responses are to be submitted electronically via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes.

Responses by partnerships must be executed in the partnership name, signed by a partner, and accompanied by evidence of authority to sign. The name of the person executing the Solicitation Document shall be typed or printed below the signature.

Responses by corporations must be executed in the corporate name by the president, vice-president or other corporate officer, attested by the secretary of the corporation and accompanied by evidence of authority to sign. The name of the person executing the Solicitation Document and state of incorporation shall be typed or printed below the signature. Respondents are required to acknowledge receipt of all Addenda (if applicable) with their submittals.

BID SECURITY

Each Bid must be accompanied by a Bid security made payable to the City of Lauderdale Lakes in an amount of five percent (5%) of the BIDDER's maximum Bid price and in the form of a certified check or cashier's check drawn upon any State or National Bank of Florida or a Bid Bond issued by a surety meeting the requirements of the above Paragraph of the General Conditions. Said check or Bid Bond shall be made payable to the City and shall be given as a guarantee that BIDDER, upon receipt of Notice of Tentative Award of the contract, will enter into the Contract with the City, and furnish the necessary documents including, but not limited to: insurance certificates, Payment Bond and Performance Bond (if applicable); each of the said Bonds to be in the amount stated on the Invitation to Bid.

The Bid Security of the SUCCESSFUL BIDDER will be retained until such BIDDER has executed the Construction Contract and furnished the required contract security whereupon the Bid Security will be returned. If the apparent SUCCESFUL BIDDER fails to execute and deliver the Construction Contract and furnish the required contract security within fifteen (15) calendar days after the Notice of Tentative Award, which is issued prior to City Commission award of Construction Contract, the City may annul the Notice of Tentative Award, and the Bid security of that BIDDER will be forfeited. The City may then accept the Bid of the next lowest responding BIDDER, or re-advertise for bids. If the Bid of the next lowest BIDDER is accepted, this acceptance shall bind such BIDDER as though it was the original SUCCESFUL BIDDER. There shall be no binding contract until such time as the City accepts the Construction Contract and makes final award of the contract. The Bid Security of other BIDDERS whom City believe to have a reasonable chance of receiving the award may be retained by the City until the earlier of the seventh day after the effective date of the Construction Contract or the ninety-first day after the Bid opening, whereupon Bid security furnished by such BIDDERS will be returned. Bid Security with Bids which are not competitive or responsive will be returned upon award of the Bid.

BONDING

Prior to commencing work, the CONTRACTOR shall execute and furnish to CITY a performance bond and a payment bond, in a form approved by the CITY and as provided by state law, each written by a corporate surety, having a resident agent in the State of Florida and having been in business with a record of successful continuous operation for at least five (5) years. The surety company shall have at least the following minimum qualification in accordance with the latest edition of A.M. Best's Insurance Guide, published by Alfred M. Best Company, Inc., Ambest Road, Oldwick, New Jersey 08858: B+ to A+.

The penal sum stated in each bond shall be the amount equal to the total amount payable under the terms of this Agreement. The performance bond shall be conditioned that the CONTRACTOR performs the contract in the time and manner prescribed in the Agreement. The payment bond shall be conditioned that the CONTRACTOR promptly makes payments to all persons who supply the CONTRACTOR with labor, materials and supplies used directly or indirectly by the CONTRACTOR in the performance of the Work provided for in this Agreement and any change orders and shall provide that the surety shall pay the amount not exceeding the sum provided in the bonds, together with interest at the maximum rate allowed by law and that the CONTRACTOR and surety shall indemnify and hold harmless the CITY to the extent of any and all payments in connection with the performance of this Agreement which the CITY may be required to make by law.

Pursuant to the requirements of Section 255.05(1) (a), Florida Statutes, the CONTRACTOR shall record the payment and performance bonds in the public records of Broward County, at its own expense.

CLEAN AIR ACT AND FEDERAL POLLUTION CONTROL ACT

CONTRACTOR shall comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. §§ 1251-1387).

COORDINATION

The Contractor shall notify all utilities, transportation department, etc., in writing, with a copy to the Public Works Director before construction is started and shall coordinate his Work with them. The Contractor shall cooperate with the owners of any underground or overhead utility lines in their removal, construction and rearrangement operations in order that services rendered by these parties will not be unnecessarily interrupted.

The Contractor shall arrange his Work and dispose of his materials so as to not interfere with the operation of other Contractors engaged upon adjacent work and to join his Work to that of others in a proper manner and to perform his Work in the proper sequence in relation to that of other Contractors all as may be directed by the Public Works Director. **Each Contractor shall be responsible for any damage done by him or his agents to the work performed by another Contractor.**

The Contractor shall contact the Broward County Transportation Department and the Florida Department of Transportation, as applicable, to verify and obtain location of any and all traffic conduits, loops, and street light underground services.

CONFLICT OF INTEREST

All RESPONDENTS must disclose with their Response the name of each of its employees, agents, or relatives who are employees of the CITY. Further, all RESPONDENTS must disclose the name of any CITY employee known to it, who owns, directly or indirectly, any interest in the RESPONDENT'S firm or any of its affiliated companies.

CONTRACT EXTENSION

The City reserves the right to automatically extend any Contract for up to ninety (90) calendar days beyond the stated Contract term, under the same terms and conditions of said Contract. The City shall notify the Successful Respondent in writing of such extensions. Additional extensions over the first ninety (90) day extension may occur, if the City and the Successful Respondent are in mutual agreement of such extensions.

COMPLIANCE WITH FEDERAL LAWS, REGULATIONS AND EXECUTIVE ORDERS

Respondents are required to comply with all provisions of federal, state, county and local laws, ordinances rules and regulations that are applicable to the services being offered in the Solicitation. Lack of knowledge of the Respondent shall in no way be a cause for relief from responsibility.

DAVIS-BACON ACT

CONTRACTOR shall comply with the computation of wages for mechanics and laborers in accordance with 40 U.S.C. §§ 3702 and 3704 and supplements of 29 C.F.R Part 5.

DEBARRED OR SUSPENDED BIDDERS OR PROPOSERS

The respondent certifies, by submission of a response to this solicitation, that neither it nor its principals and subcontractors are presently debarred or suspended by any Federal department or agency.

DELETION/OVERSIGHT/MISSTATEMENT

Any deletion, oversight or misstatement of the Specifications shall not release the Respondent from the responsibility of supplying complete and fully operational units, together with all appurtenances necessary for unrestricted operation as determined by the City in its sole discretion.

DUST PREVENTION

The Contractor shall, by means of a water spray, or temporary asphalt pavement, take all necessary precautions to prevent or abate a dust nuisance arising from dry weather or Work in an incomplete stage. All costs of this Work shall be included in cost of other parts of the Work.

Should the Contractor fail to abate a dust nuisance by the above methods, and then he will be required to immediately construct temporary patches per City standards.

ELECTRONIC SOLICITATION OPENING

Please be advised that effective immediately, and until further notice, all Invitation to Bids, Request For Proposals, Request For Qualifications, and other solicitations led by the City of Lauderdale Lakes will be opened electronically via https://procurement.opengov.com/portal/lauderdalelakes at the date and time indicated on the solicitation. All openings will be held on the https://procurement.opengov.com/portal/lauderdalelakes platform. Once the solicitation is opened virtually, the bid tabulations may be viewed immediately on a computer, laptop, cell phone, or any other device with Wi-Fi access. The virtual opening may also be viewed in real time via the Zoom link in the timeline of the solicitation.

EMPLOYEES

Employees of the Contractor shall at all times be under its sole direction and not be an employee or agent of the City. The Contractor shall supply competent employees. The City may require the Contractor to remove an employee or subcontractor it deems careless, incompetent, insubordinate or otherwise objectionable without any cost to the City or without any increase in Contract Price. Contractor shall be responsible to the City for the acts and omissions of all employees working under its directions whether or not the actions taken go beyond the normal scope of employment.

EQUAL EMPLOYMENT OPPORTUNITY

CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. To include any revisions and/or amendments to the 41 C.F.R, 60-1.4(b), in accordance with Executive Order 11246, Equal Employment Opportunity (30 Fed. Reg. 12319, 12935, 3 C.F.R. Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, Amending Executive Order 11246 Relating to Equal employment Opportunity, and implementing regulations at 41 C.F.R. Part 60 (Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor).

EXPENSES

Neither the CITY nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this Solicitation. All expenses in the preparation of this Solicitation are the sole responsibility of the Respondent. All Submittals should be prepared to provide a straightforward and concise description of the Respondent's qualifications and ability to meet the requirements of the Solicitation.

FLORIDA TRENCH SAFETY ACT COMPLIANCE

In the event this contract requires trench excavation, the requirement of Fla. Stat. 553.60, et seq., shall be adhered to by all RESPONDENTS. Every RESPONDENT shall provide a certification on the form provided and other required documentation.

FACILITIES

The City reserves the right to make a pre-award inspection of the Respondent's facilities and equipment prior to award of agreement. City reserves the right to consider history of citations and/or violations of environmental regulations in determining a Respondent's responsibility, and further reserves the right to declare a Respondent not responsible if history of violations warrant such a determination.

INDEMNIFICATION

Respondent agrees to protect, defend, indemnify, and hold harmless the City, its employees, representatives, and elected officials from any and all claims and liabilities including all attorney’s fees and court costs, including appeals, for which the City, its employees, representatives, and elected officials can or may be held liable as a result of injury (including death) to persons or damage to property occurring by reason of any negligence, recklessness, or intentional wrongful misconduct of the Respondent, its employees, or agents, arising out of or connected with this Contract. The Respondent shall not be required to indemnify the City or its agents, employees, representatives, or elected officials when an occurrence results solely from the wrongful acts or omissions of the City, or its agents, employees or representatives.

The parties agree that one per cent (1%) of the total compensation paid to the Respondent for performance of this Contract shall represent the specific consideration for the Respondent’s indemnification of the Owner.

It is the specific intent of the parties hereto that the foregoing indemnification complies with F.S. 725.06 (Chapter 725). It is further the specific intent and agreement of the parties that all of the Contract Documents on this Project are hereby amended to include the foregoing indemnification and the “Specific Consideration” therefore.

INSURANCE

If the Contractor is required to go on to City property to perform work or services as a result of Solicitation award, the Contractor shall assume full responsibility and expense to obtain all necessary insurance as required by City or specified in Special Conditions.

The Contractor shall provide to the Purchasing Division original certificates of coverage and receive notification of approval of those certificates by the City’s Risk Manager prior to engaging in any activities under this contract. The Contractors insurance is subject to the approval of the City’s Risk Manager. The certificates must list the City as an ADDITIONAL INSURED for General Liability Insurance, and shall have no less than thirty (30) days written notice of cancellation or material change. Further modification of the insurance requirements may be made at the sole discretion of the City’s Risk Manager if circumstances change or adequate protection of the City is not presented. Bidder, by submitting the bid, agrees to abide by such modifications.

Comprehensive or Commercial General Liability – Minimum Limits of total coverage shall be $2,000,000 per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability, the basic policy to be in said form with any excess coverage (and the carrier) to meet $2,000,000 minimum to be acceptable to the CITY.

Commercial/Business Auto Policy - Minimum limit of $1,000,000 per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability for owned vehicles, hired and non-owned vehicles; employee non-ownership

Workers Compensation and Employer's Liability - Coverage to apply for all employees for Statutory Limits in compliance with the applicable State and Federal laws. CONTRACTOR shall require each SUB- CONTRACTOR similarly to maintain workers compensation during the term of the Contract and up to the date of final acceptance. CONTRACTOR shall defend, indemnify and save the CITY harmless from any damage resulting to them for failure of either CONTRACTOR or any SUB-CONTRACTOR to take out or maintain such insurance.

INTERPRETATIONS

All Respondents shall carefully examine the Solicitation Documents. Any ambiguities or inconsistencies shall be brought to the attention of the City in writing prior to the opening of Submitals; failure to do so on the part of the Respondent will constitute an acceptance by the Respondent of any subsequent decision by the City. Any questions concerning the intent, meaning and interpretations of the Solicitation Documents shall be requested in writing, and received by the City at least fourteen (14) days prior to the Solicitation Opening. Inquiries shall be addressed to the Purchasing Agent. No person is authorized to give oral interpretations of, or make oral changes to the Solicitation. Therefore, oral statements given before the solicitation opening will not be binding. Any interpretation of, or changes to the solicitation will be made in the form of a written Addendum to the solicitation and will be furnished to all Respondents. Receipt of all addenda shall be acknowledged by the Respondents with their electronic submital.

LOCAL PREFERENCE

Any qualified local business shall receive bidding preferences pursuant to Section 82-356 (l) of the CITY's Code of Ordinances, which states:

"If a qualified local business submits a response to either an inquiry made pursuant to informal competitive conditions or a formal solicitation as required in Section 82-356 of the code, and the original Response of the qualified local business is within twenty percent (20%) of the low Response, then the CITY shall give the qualified local business the opportunity to meet the price of the low Response. The order of preference by which the qualified local business shall be given the opportunity to match the low Response shall be from the lowest to the highest Response, as long as the initial Response was within twenty percent (20%) of the low Response."

MINIMUM QUALIFICATIONS

To be eligible for award of a contract in response to this solicitation, the Respondent must demonstrate that they have successfully completed services, as specified in the Technical Specifications / Scope of Services section of this solicitation, are normally and routinely engaged in performing such services for a minimum of three (3) years, and are properly and legally licensed to perform such work. In addition, the Respondent must have no conflict of interest with regard to any other work performed by the Respondent for the City of Lauderdale Lakes.

MODIFICATION OF SUBMITTAL

Respondents may go to the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes and unsubmit their response in order to modify or withdraw it, prior to the Solicitation Closing Date & Time. No modifications of an Response shall be accepted after the Solicitation Closing Date & Time. Please remember to submit the response again if modifying it.

NO EXCLUSIVE CONTRACT

Respondent agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services from another vendor at the City's sole option.

NON-COLLUSION

Every RESPONDENT shall provide an affidavit on the form provided indicating that it has not divulged, discussed or compared its Response with other RESPONDENTS and has not colluded with any other RESPONDENT or parties to a Response whatsoever. (Note: Premiums, rebates or gratuities are not permitted with, prior to, or after any delivery of material.) Any such violation will result in the cancellation and/or return of materials (as applicable) as being non-conforming and removal from the CITY'S Vendor list(s).

PAYMENT/INVOICES

Payment terms will be considered to be net 30 days after the date of satisfactory delivery at the place of acceptance and receipt of correct invoice at the office specified, whichever occurs last, in accordance with the Florida Local Government Prompt Payment Act. Respondent may offer cash discounts for prompt payment but they will not be considered in determination of award.

PAYMENT METHOD

The City requires all vendors to receive payment by electronic funds transfer (EFT). This allows you as a vendor of the City of Lauderdale Lakes to receive your payment fast and safely. Accordingly, firms must presently have the ability to accept electronic funds transfer payments or take whatever steps necessary to implement acceptance before the commencement of a contract. EFT application is provided in the Vendor Registration Application.

The City is further transitioning to vendor payments using the Purchasing Card (P-Card) Program utilizing the MASTERCARD and VISA networks. Purchases from this contract will be eventually made utilizing the City's Purchasing Card. Contractors will receive payment from the purchasing card in the same manner as other credit card purchases. Once fully implemented, the City will provide a deadline or window in which Contractors must have the ability to accept credit card payments. Note that any costs associated with the participation in this payment program shall be borne by the Contractor. The City reserves the right to revise this program as necessary.

PAYMENT SCHEDULE

Payments will be based on a schedule of payment to be developed upon award of this Contract. In addition, the City reserves the right to inspect records supporting the Contractor's billings.

PERMITS, TAXES, LICENSES

The successful Contractor shall, at their own expense, obtain all necessary permits, pay all licenses, fees and taxes, required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under this contract.

PROCUREMENT OF RECOVERED MATERIALS

CONTRACTOR must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act at 42 U.S.C. § 6962). During the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA - designated items unless the product cannot be acquired.

PLACING BARRICADES AND WARNING LIGHTS

The Contractor shall furnish and place, at his own expense, all barricades, warning lights, automatic blinker lights and such devices necessary to properly protect the work and vehicular and pedestrian traffic. Should the Contractor fail to erect or maintain such barricades, warning lights, etc., the Public Works Director may, after 24 hours' notice to the Contractor, proceed to have such barricades and warning lights placed and maintained by City or other forces and all costs incurred thereof charged to the Contractor and may be retained by the City from any monies due, or to become due, to the Contractor.

PROPOSALS TO REMAIN OPEN

All proposals shall remain open for the number of days after the day of the proposal opening stated in the special provisions, or if no such number of days is stated, all proposals shall remain open for ninety (90) days after the date of proposal opening prior to award. The City may, in its sole discretion, release any proposal prior to that date.

PROTESTS

Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Director of Financial Services or designee. The protest shall be submitted in writing within five business days after such aggrieved person knows or should have known of the facts giving rise thereto. Service of a protest by mail or courier shall not expand the time frame period allowed for delivery of a protest. Upon the filing of a formal written protest the contractor or vendor shall post a bond, payable to the City of Lauderdale Lakes, in an amount equal to five percent of the total bid or estimated contract amount, or $5,000.00, whichever is less. The bond shall be conditioned upon the payment of all costs which may be adjudged against the protesting contractor or vendor in the event the protest is resolved adversely to the protester. **Please refer to the City's Procurement Code, Article XIII, Lauderdale Lakes Procurement Code, Sec 82-364.**

PUBLIC ENTITY CRIMES

Pursuant to F.S. 287.133. as amended: 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 proposal on a Contract to provide any goods or services to a public entity, may not submit a proposal on a Contract with a public entity for the construction or repair of a public building or public work, may not submit proposals 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 s. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

RECORDS/AUDIT

The Contractor shall maintain during the term of the contract all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The Contractor agrees to make available to the City's designee, all books of account, reports and records relating to this contract should be retained for the duration of the contract and for three years after the final payment under this Agreement, or until all pending audits, investigations or litigation matters relating to the contract are closed, whichever is later.

RESPONSIBILITY

In order to be considered as a responsible Contractor, Contractor shall be fully capable to meet all of the requirements of the solicitation and subsequent contract, must possess the full capability, including financial and technical, to perform as contractually required, and must be able to fully document the ability to provide good faith performance.

RESPONSIVENESS

In order to be considered responsive to the solicitation, the Contractor's response shall fully conform in all material respects to the solicitation and all of its requirements, including all form and substance.

SCRUTINIZED COMPANIES

Subject to Odebrecht Construction, Inc., v. Prasad, 876 F.Supp.2d 1305 (S.D. Fla. 2012), affirmed, Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation, 715 F.3d 1268 (11th Cir. 2013), with regard to the "Cuba Amendment," the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2018), that it is not engaged in a boycott of Israel, and that it does not have business operations in Cuba or Syria, as provided in section 287.135, Florida Statutes (2018), as may be amended or revised. The City may terminate this Agreement at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2018), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2018), or is engaged in a boycott of Israel or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2018), as may be amended or revised.

SUB-CONTRACTORS, SUPPLIERS AND OTHERS

If the Solicitation requires the identity of certain SUB CONTRACTORS, Suppliers and other persons and organizations, including those who are to furnish the principal items of material and equipment, to be submitted, the RESPONDENT shall provide such identification. If requested by the CITY, RESPONDENT shall provide an experience statement with pertinent information regarding similar projects and other evidence of qualification for each SUB-CONTRACTOR, Supplier, person or organization. If the CITY after due investigation has reasonable objection to any proposed SUB-CONTRACTOR, Supplier, other person or organization, either may, before the Notice of Tentative Award is given, request the apparent SUCCESSFUL RESPONDENT to submit an acceptable substitute without an increase in Bid price. If the apparent SUCCESSFUL RESPONDENT declines to make any such substitution, the CITY may award the contract to the next lowest RESPONDENT that proposes to use acceptable SUB CONTRACTORS, Suppliers and other persons and organizations. The declining to make requested substitutions will not constitute grounds for sacrificing the Bid Security of any RESPONDENT. Any SUB CONTRACTOR, Supplier, other person or organization listed and to whom the CITY does not make written objection prior to the giving of the Notice of Tentative Award will be deemed acceptable to the CITY subject to revocation of such acceptance after the Effective Date of the Contract as provided in Paragraph 6.5.2 of the General Conditions. SUB- CONTRACTORS shall not be changed without the approval of the CITY. No acceptance by the CITY of any such SUB-CONTRACTOR, Supplier or other person or organization shall constitute a waiver of any right of the CITY to reject defective WORK or materials not conforming to these specifications.

In contracts where the Contract Price is on the basis of Cost-of-the-WORK Plus a Fee, the apparent SUCCESSFUL RESPONDENT, prior to the Notice of Tentative Award, shall identify in writing to the CITY those portions of the WORK that such RESPONDENT proposes to subcontract and after the Notice of Tentative Award the Successful RESPONDENT may only subcontract other portions of the WORK with the CITY'S written consent. No RESPONDENT shall be required to employ any SUB-CONTRACTOR, other person or organization against which RESPONDENT has reasonable objection.

No more than seventy percent (70%) of the dollar value of the total contract WORK may be accomplished by SUB-CONTRACTORS. Balance of the WORK must be accomplished by the SUCCESSFUL RESPONDENT'S own forces. Each RESPONDENT must furnish with its Response, a list of the items it proposes to subcontract and the estimated cost of these items.

SUBSTITUTE OR "OR-EQUAL" ITEMS

The Contract, if awarded, will be on the basis of material and equipment described in the Drawings or specified in the Specifications without consideration of possible substitute or "or-equal" items. Whenever it is indicated in the Drawings or specified in the Specifications that a substitute or "or-equal" item of material or equipment may be furnished or used by SUCCESSFUL RESPONDENT if acceptable to CITY, application for such acceptance must be made fifteen (15) Calendar days prior to the Solicitation opening date, or such application will not be considered by CITY. The procedure for submittal of any such application, including those applications made after award of the Construction Contract by SUCCESSFUL RESPONDENT for consideration by CITY, is set forth in Section 6.4 of the General Conditions which may be supplemented in the General Requirements.

SUBSTITUTION OF KEY PERSONNEL

It is the intention of the City that the Contractor’s personnel proposed for the contract will be available for the contract term. In the event the Consultant wishes to substitute personnel, he shall propose personnel of equal or higher qualifications and all replacement personnel are subject to City approval. In the event substitute personnel are not satisfactory to the City and the matter cannot be resolved to the satisfaction of the City, the City reserves the right to cancel the Contract for cause.

TERMINATION FOR CAUSE

If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the provisions of this Agreement, the City may upon written notice to the Contractor terminate the right of the Contractor to proceed under this Agreement, or with such part or parts of the Agreement as to which there has been default, and may hold the Contractor liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the Contractor under this Agreement shall, at the option of the City, become the City’ s property and the Contractor shall be entitled to receive

equitable compensation for any work completed to the satisfaction of the City. The Contractor, however, shall not be relieved of liability to the City for damages sustained by the City by reason of any breach of the Agreement by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the amount of damages due to the City from the Contractor can be determined.

TERMINATION FOR CONVENIENCE

The City reserves the right, in its best interest as determined by the City, to cancel contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.

UNCONTROLLABLE CIRCUMSTANCES ("FORCE MAJEURE")

The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance. Prompt notice in writing must describe the particulars of the Force Majeure, provided that.

USE OF FLORIDA LUMBER TIMBER AND OTHER FOREST PRODUCT

In accordance with Florida Statute 255.20 (3), the City specifies that lumber, timber, and other forest products used for this project shall be produced and manufactured in the state of Florida if such products are available and their price, fitness, and quality are equal. This requirement does not apply to plywood specified for monolithic concrete forms, if the structural or service requirements for timber for a particular job cannot be supplied by native species, or if the construction is financed in whole or in part from federal funds with the requirement that there be no restrictions as to species or place of manufacture.

The Respondent affirms by submitting a response to this solicitation that they will comply with section 255.20 (3) Florida Statutes.

VENUE

All contracts shall be governed by the laws of the State of Florida and venue shall be in Broward County, Florida.

WITHDRAWAL OF SUBMITAL

A Response shall be irrevocable unless the Response is withdrawn as provided herein. A Response may be withdrawn by unsubmitting your response in the eProcurement portal prior to the Solicitation Closing Date & Time.

PUBLIC RECORDS/TRADE SECRETS/COPYRIGHT

The Respondent’s response to the Solicitation is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 (“Public Records Law”). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this Solicitation and the Contract to be executed for this Solicitation, subject to the provisions of Chapter 119.07 of the Florida Statutes.

Any language contained in the Respondent's response to the Solicitation purporting to require confidentiality of any portion of the Respondent's response to the Solicitation, except to the extent that certain information is in the City’s opinion a Trade Secret pursuant to Florida law, shall be void. If a Respondent submits any documents or other information to the City which the Respondent claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 (“Public Records Laws”), the Respondent shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Respondent must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Respondent's response to the Solicitation constitutes a Trade Secret. The City’s determination of whether an exemption applies shall be final, and the Respondent agrees to defend, indemnify, and hold harmless the City and the City’s officers, employees, and agent, against any loss or damages incurred by any person or entity as a result of the City’s treatment of records as public records. Responses purporting to be subject to copyright protection in full or in part will be rejected.

EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR RESPONSE TO THE SOLICITATION AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE SOLICITATION OR ANY PART THEREOF AS COPYRIGHTED.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

Telephone Number: 954-535-2700

Mailing Address: City Clerk's Office
4300 NW 36th Street, Lauderdale Lakes, FL 33309
EMAIL: cityclerk1@lauderdalelakes.org

Contractor shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service.

2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes (2018), as may be amended or revised, or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if the Contractor does not transfer the records to the City.

4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

The rest of this page is intentionally left blank.

SUBMITTAL PACKAGE

MUST Complete the following information exactly as shown including numbering and tabbing sections. This information is vital for the CITY to rate your firm, as your evaluation and ranking will be based on the information supplied below, along with any other information required by the CITY. The detailed proposal should follow the tabs outlined as set forth below as Tabs 1 through 9.

TAB #1 Statement of Capabilities:

Provide a statement summarizing in a brief and concise manner to the PROPOSER's understanding of the work to be performed, and the commitment to perform the work. Also, include why the vendor believes themselves to be best qualified to perform the services, and that the proposal shall remain in effect for ninety (90) days. In conclusion, an authorized agent of the firm indicating their title or authority must sign attesting to this statement.

TAB #2 Key Personnel/Project Management Team:

Submit an outline of the elements and organizational structure of the team established to manage the project. This is to include the administrative operation and key personnel and their area of responsibility.

TAB #3 Specific Related Experience of the Firm:

List all government contracts held comparable to this specific RFP and related experience accomplished by the proposer firms. Indicate:

- Client Name/Contact person, address, and telephone number
- Number of Sites cleaned, size of buildings
- Whether your firm was the primary or subcontractor
- Describe problems encountered and resolutions
- Contract Starting and Ending Dates
- Contract value
- Management team members listed in Tab #3 who provided on-site supervision.

TAB #4 Personnel and Equipment:

List all government contracts held comparable to this specific RFP and related experience accomplished by the proposer firms. Indicate:

- Client Name/Contact person, address, and telephone number
- Number of Sites cleaned, size of buildings
- Whether your firm was the primary or subcontractor
- Describe problems encountered and resolutions
- Contract Starting and Ending Dates
- Contract value
- Management team members listed in Tab #3 who provided on-site supervision.

TAB #5 Personnel and Equipment:

List the proposed number of personnel and equipment to be assigned to the contract. If you propose to store any supplies and equipment on the site, state the equipment, size, and/or quantity. Provide a list of the equipment that will be used to

service the City. Provide pictures if available. Also indicate whether the equipment is owned or rented. In addition, provide a list of chemicals and corresponding Material Safety Data Sheets (MSDS), which will be used to service the facilities.

TAB #6 Quality Control Approach:

Describe your approach to maintaining standards and the responsibilities of Proposer's management and staff personnel that will perform work for this contract; describe the methodology employed to ensure prompt service, customer satisfaction, prompt complaint resolution, effective employee performance and training, and timely completion of all work. Please explain any differences or challenges you may have encountered with any client, and the method (s) you employed to overcome them.

TAB #7 Financial Statement:

Provide the most recent certified business financial statements as of a date not earlier that the end of the Proposer's preceding official tax accounting period, together with a statement in writing, signed by a duly authorized representative, stating that the present financial condition is materially the same as that shown on the balance sheet and income statement submitted, or with an explanation for a material change in the financial condition. In lieu of a financial statement, Consultant may provide Dunn and Bradstreet rating as evidence of financial stability.

TAB #8 Current Workload:

List the proposer and all major subcontractor's and/or partners firms (list separately):

- Total number of available staff
- Each project currently under contract
- Number of buildings and square footage of each contract
- Contract period and duration
- List number of staff assigned to each contract

TAB #9 Price Schedule:

Insert the Schedule of Prices

TAB #10 Attachments:

Insert Non-Collusive Affidavit (Attachment "B"), Reference List, Confirmation of Drug-Free Workplace (Attachment "C"), Criminal Background Screening (Attachment "D"), Warranties (Attachment "E"), Signature Page (Attachment "F"), E Verify Affirmation Statement (Attachment "G"), Debarment Certification (Attachment "H"), Public Entity Crimes Statement (Attachment "I"), Foreign (Non-Florida) Corporation must complete this form (Attachment "J"), Local Business Tax Receipts, Certificate of Insurance (Proof only), and Licenses.

PRICING PROPOSAL

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Demolition and removal of existing pavilions and associated concrete slabs, including debris disposal per code.	1	LS		
2	Furnish and install two (2) polygon-shaped shelters with cupolas and sloped PBR roofing, minimum 22' diameter roof and 7’6” vertical clearance.	2	EA		
3	Provide and install circular reinforced concrete slabs (37’ diameter each) including formwork and finishing.	2	EA		
4	Foundation and anchoring work for shelters, including base plates and structural hardware.	1	LS		
5	Offloading, assembly, and complete installation of shelters per manufacturer specifications.	1	LS		
6	Utility work: connect existing water lines and install one (1) spigot per pavilion.	2	EA		
7	Utility work: connect existing electrical lines and install one (1) weatherproof outlet per pavilion.	2	EA		
8	Apply for and obtain all required permits; include filing and building department fees.	1	LS		
9	Provide all necessary structural engineering and sealed construction drawings (4 signed and sealed sets).	1	LS		
10	Final site cleanup, trash removal, and restoration of disturbed areas (sod and landscaping as required).	1	LS		
TOTAL					

VENDOR QUESTIONNAIRE

Proposal*
Please upload your proposal here

*Response required

PROPOSER'S QUALIFICATIONS STATEMENT
PROPOSER shall furnish the following information. Failure to comply with this requirement will render Proposal non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

Authorized Representative:*
Please enter the name, title, phone and email of the authorized representative submitting this proposal.

*Response required

Proposer's License Number:*
*Response required

Please attach certificate of status, competency, and/or state registration.*
*Response required

Proposer's Federal Identification Number:*
*Response required

Number of years your organization has been in business, in this type of work:*
*Response required

State the number of years your firm has been in business under your present business name:*
*Response required

State the number of years your firm has been in business in the work specific to this RFP:*
*Response required

Names and titles of all officers, partners or individuals doing business under trade name:*
*Response required

The business is a:*
IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE.

☐ Sole Proprietorship
☐ Partnership
☐ Corporation
*Response required

If a Partnership, please complete and upload the attached certificate
Please download the below documents, complete, and upload.

- Certificate_for_Partnership...

If a Corporation, please complete and upload the attached certificate
Please download the below documents, complete, and upload.

- Certificate_for_Corporation...

If a Foreign (Non-Florida) Corporation, please complete and upload the attached document
Please download the below documents, complete, and upload.

- Foreign_(Non-Florida)_Corpo...

Under what former name has your business operated? Include a description of the business and an address. Failure to include such information shall be deemed to be intentional misrepresentation by the CITY and shall render the PROPOSER RFP submittals non-responsive.*

*Response required

Name, address, and telephone number of Surety Company and agent who will provide the required bonds on this contract:*

*Response required

Have you ever failed to complete work awarded to you?*

☐ Yes

☐ No

*Response required

When equals "Yes"

If so, when, where, and why?*

*Response required

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?*

☐ Yes

☐ No

*Response required

Will you subcontract any part of this WORK?*

☐ Yes

☐ No

*Response required

When equals "Yes"

If so, give details including a list of each sub- contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).*

The list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

*Response required

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the PROPOSER, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.*

*Response required

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the PROPOSER and its predecessor organization(s).*

*Response required

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the PROPOSER or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.*

*Response required

List and describe all criminal proceedings or hearings concerning business related offenses in which the PROPOSER, its principals or officers or predecessor organization(s) were defendants.*

*Response required

Has the PROPOSER, its principals, officers or predecessor organization(s) been CONVICTED OF A Public Entity Crime, debarred or suspended from bidding by any government entity?*

☐ Yes
☐ No

*Response required

When equals "Yes"
If so, provide details.*
*Response required

Are you an _____ of the commodities/services proposed upon?*
☐ Original provider
☐ Sales representative
☐ Distributor
☐ Broker
☐ Manufacturer
☐ Other (explain below if Other)
*Response required

Please explain if other
Please confirm*
The PROPOSER acknowledges and understands that the information contained in this response shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER'S qualifications to perform under the contract shall cause the CITY to reject the Proposal, and if after the award, to cancel and terminate the award and/or contract.

☐ Please confirm

*Response required

CLIENT REFERENCES
Please list government agencies and/or private firms with whom you have done business during the last five years.

Agency/Firm Name, Contact, Address, Email and Phone/Fax:*
*Response required

Agency/Firm Name, Contact, Address, Email and Phone/Fax:*
*Response required

Agency/Firm Name, Contact, Address, Email and Phone/Fax:*
*Response required

Agency/Firm Name, Contact, Address, Email and Phone/Fax:*
*Response required

REQUIRED FORMS
NON-COLLUSIVE AFFIDAVIT*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Non-Collusive_Affidavit.pdf

*Response required

CONFIRMATION OF DRUG-FREE WORKPLACE*
In order to have a drug-free workplace program, a business shall:

A. 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 prohibitions.

B. 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.

C. Give each employee engaged in providing the commodities or Contractual services that are under Bid a copy of the statement specified in subsection (1).

D. In the statement specified in subsection (1), notify the employee 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 contenders to, any violation of Chapter 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 the conviction.

E. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

F. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section. A signed copy of your Drug-Free Workplace Policy must be attached to this signed copy and submitted with the Bid Documents.

As the person authorized to submit this response, I certify that this firm complies fully with the above requirements.

☐ Please confirm

*Response required

E-VERIFY AFFIRMATION STATEMENT*
Per Florida State Statutes, Chapter 448.095(2), effective January 1, 2021, no public contract can be entered into without an E-Verify certificate. This applies to both prime Contractors and Subcontractors. It is the responsibility of the prime Contractor to verify compliance with Subcontractors.

A certificate of compliance must accompany this affirmation.

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of:

a) All persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,

b) All persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify system during the term of the Contract is a condition of the Contract.

☐ Please confirm

*Response required

SIGNATURE PAGE*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Signature_Page.pdf

*Response required

DEBARMENT CERTIFICATION*

49 CFR Part 29- Appendix B

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION--LOWER TIER COVERED TRANSACTIONS

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. lf it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, Subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, Subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions: if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntary excluded from participation in this transaction, in. addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION-LOWER TIER COVERED TRANSACTIONS

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

☐ Please confirm

*Response required

PUBLIC ENTITY CRIMES*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Public_Entity_Crimes.pdf

*Response required

CRIMINAL BACKGROUND SCREENING*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Criminal_Background_Screeni...

*Response required

WARRANTIES*
In consideration of, and to induce the Award of **THE CITY OF LAUDERDALE LAKES, FLORIDA**, Contract described in these Bid Documents, the Contractor represents and warrants to the City of Lauderdale Lakes, Florida:

1. The Contractor is financially solvent and sufficiently experienced and competent to perform all of the work required of the Contractor in the Contract; and
2. That the facts stated in the Contractor's Bid and information given the Contractor pursuant to the request or proposal for Bids, instructions to Contractors and Specifications are true and correct in all respects; and
3. That the Contractor has read and complied with all of the requirements set forth in the request for proposals, instructions to Contractors and Specifications; and
4. That the materials supplied under the Contract are merchantable within the meaning of the Uniform Commercial Code Section 2-314; and
5. That this Warranty is included in exposures for which the Contractor has products liability and completed operations insurance, in minimum amounts of one million dollars ($1,000,000) for general liability, one million dollars ($1,000,000) for commercial automobile liability, and the statutory requirement for Worker's Compensation shown on the certificates of such Insurance attached hereto, and the Contractor agrees to keep such insurance coverage during the period of this warranty; and
6. That it is agreed and understood by the Contractor that the City of Lauderdale Lakes, Florida, is induced to enter the Contract in reliance upon this Warranty.

☐ Please confirm

*Response required

Bid Bond*
Please upload your bid bond here

*Response required

Please upload your Payment Bond here*
*Response required

Proof of Insurance*
Please upload proof of insurance here

*Response required

Business Tax Receipt and Licenses*
Attach Business Tax Receipt from the CITY or County. Must also include a copy of state registration and any other applicable licenses.

*Response required

Please confirm*
I understand that all information listed above may be checked by the city of Lauderdale Lakes and I authorize all entities or persons listed above to answer any and all questions. I hereby indemnify the city of Lauderdale Lakes and the persons and entities listed above and hold them harmless from any claim arising from such authorization or the exercise thereof, including the dissemination of information pursuant thereto.

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER'S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

☐ Please confirm

*Response required

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
1	Demolition and removal of existing pavilions and associated concrete slabs, including debris disposal per code.	1	LS	$18,390.00	$18,390.00
2	Furnish and install two (2) polygon-shaped shelters with cupolas and sloped PBR roofing, minimum 22' diameter roof and 7’6” vertical clearance.	2	EA	$32,842.50	$65,685.00
3	Provide and install circular reinforced concrete slabs (37’ diameter each) including formwork and finishing.	2	EA	$18,275.00	$36,550.00
4	Foundation and anchoring work for shelters, including base plates and structural hardware.	1	LS	$15,965.00	$15,965.00
5	Offloading, assembly, and complete installation of shelters per manufacturer specifications.	1	LS	$34,215.00	$34,215.00
6	Utility work: connect existing water lines and install one (1) spigot per pavilion.	2	EA	$2,000.00	$4,000.00
7	Utility work: connect existing electrical lines and install one (1) weatherproof outlet per pavilion.	2	EA	$3,000.00	$6,000.00
8	Apply for and obtain all required permits; include filing and building department fees.	1	LS	$2,971.00	$2,971.00
9	Provide all necessary structural engineering and sealed construction drawings (4 signed and sealed sets).	1	LS	$3,000.00	$3,000.00
10	Final site cleanup, trash removal, and restoration of disturbed areas (sod and landscaping as required).	1	LS	$3,050.00	$3,050.00
TOTAL					**$189,826.00**

ARC assigns an experienced and streamlined project management team to oversee all aspects of the Otis Gray Park Pavilions Replacement project. Our organizational structure ensures clear communication, accountability, and efficient coordination throughout the duration of the project. We utilize a disciplined administrative approach supported by dedicated project oversight, field management, safety compliance, and quality assurance personnel.

Team ARC

Paul Bickham
Project Executive, CBC, RISC, TRIAX 2010, CPSI
After graduating from the University of Missouri with a B.S. in Exercise Science, Paul discovered his passion for play while designing programs and play environments that help combat childhood obesity.
As the owner of Advanced Recreational Concepts and Play Space Services, Paul has invested more than 17 years in the vertical integration of recreational design, class-leading products, and construction services to provide quality, superior play environments at an affordable price. He has held a Florida contractors license since 2022 and is TRIAX 2000 certified for playground surface impact test systems, fully compliant ASTM F1292 standards for the measurement of shock (G) and head injury criteria (HIC) values. Also, National Playground Contractors Association (NPCAI) RISC certified.

Role: Executive oversight, contract administration, cost control, schedule assurance, and client communication.

Responsibilities:
- Provides high-level direction and ensures compliance with project requirements
- Approves schedule, milestones, and major project decisions
- Maintains direct communication with City representatives
- Ensures timely allocation of resources and subcontractor coordination

John Murphy
Field Superintendent, Installation Manager, CPSI
For over 25 years, John has been a designer and installer of indoor and outdoor play environments. As Construction Manager, he oversees the planning and execution of the estimating process, scheduling, project site readiness, and installation for all ARC projects. John is a Certified Playground Safety Inspector (CPSI) from the National Playground Safety Institute and has his degree in Engineering from SUNY.

Role: Day-to-day project coordination, scheduling, procurement, and documentation.

Responsibilities:
- Oversees all project phases from mobilization through closeout
- Coordinates material ordering, vendor communication, and delivery timelines
- Manages submittals, RFI's, documentation, and reporting
- Maintains schedule tracking and ensures adherence to project deadlines

<u>Support Team and Responsibilities</u>
Tim Johnson Ext. 204
Engineering and Permitting
tjohnson@arcflorida.com

Nina Bloch Ext. 231
Project Manager
nbloch@arcflorida.com

Chris Reynolds Ext. 201
Scheduling and Install Safety Manager
creynolds@playspaceservices.com

Support Team and Responsibilities Cont.

Shelby Gemes Ext. 214
Ordering and Logistics
sgemes@arcflorida.com

Melissa Begly Ext. 211
Financial Controller
mbegly@arcflorida.com

ARC Lead Installer:
Walter Peronin– Lead Installer; CPSI, Over 20 years of pavilion installation experience.



Otis Gray Park Pavilions Replacement
26-6310-09R

Advanced Recreational Concepts
3127 Skyway Circle, Melbourne, FL 32934
321-775-0600
www.arcflorida.com
Paul Bickham / info@arcflorida.com

Florida's Leader in Shelter/Pavillion Design-Build

Advanced Recreational Concepts, Inc.
www.arcflorida.com
3127 Skyway Cir Ste 101
Melbourne, FL 32934
321.775.0600
INFO@arcflorida.com
11/19/2025

Advanced Recreational Concepts, LLC (ARC) is pleased to submit this Statement of Capabilities for the Otis Gray Park Pavilions Replacement project. ARC fully understands the scope of work required to successfully remove and replace the designated park pavilions, including coordination with City personnel, protection of the surrounding park amenities, adherence to all permitting and inspection requirements, and delivery of structurally sound, high-quality pavilions that meet all project specifications.

ARC acknowledges that this project requires disciplined scheduling, consistent communication, and strict safety oversight. Our commitment is to perform all work efficiently, professionally, and in accordance with the project's expected timeline. We will allocate the appropriate personnel, equipment, and resources to ensure the work is completed with minimal disruption to park operations and in full compliance with all applicable standards and codes.

We believe ARC is uniquely qualified to perform this work due to our extensive experience in park and recreation construction, our long-standing partnerships with industry-leading manufacturers, and our proven track record delivering turnkey pavilion, shelter, and playground projects for municipalities throughout Florida. Our in-house installation teams, CPSI-certified staff, and specialized construction experience allow us to provide high-quality workmanship while maintaining project cost controls and schedule commitments. ARC brings a solutions-oriented approach that consistently results in safe, durable, and aesthetically cohesive installations.

ARC affirms that our proposal shall remain in full effect for ninety (90) days from the date of submission.

Signed and attested by an authorized representative of Advanced Recreational Concepts, LLC:

Name: Paul Bickham
Title: Owner
Date: 11/19/2025

1. City of Palm Bay – Community Park Shelter Upgrades
Client / Contact:
City of Palm Bay – Parks & Facilities Division
Contact: Josh Hudak, Parks Manager
Address: 120 Malabar Road SE, Palm Bay, FL 32907
Phone: (321) 952-3443
Scope: Replacement of three aging park shelters, including demolition, new pavilion installation, concrete footers/slabs, and site protection.
Number of Sites: 3 sites
Building Sizes: 20' x 20' and 30' x 30' structures
Role: *Primary contractor*
Problems Encountered & Resolution:
• **Issue:** Delays in steel delivery from manufacturer during hurricane season.
• **Resolution:** ARC resequenced construction, completed all demolition, site prep, and concrete, and coordinated expedited shipping to maintain the project timeline.
Contract Term: Jan 2023 – June 2023
Contract Value: $228,500
On-Site Management:
• Project Executive – Paul Bickham
• Site Superintendent – [ARC Field Superintendent]

2. Manatee County – Memphis Cemetery Shelters
Client / Contact:
Manatee County– Public Works Dept.
Contact: Simona Brinkman, Public Works Coordinator
Address: PO Box 1000 Bradenton, FL
Phone: (941) 705-1549
Scope: Removal and replacement of two waterfront pavilions, structural concrete repairs, hurricane-rated shelter installation, and anchoring.
Number of Sites: 2 sites
Building Sizes: 24' x 36' and 30' hexagon steel shelters
Role: *Primary contractor*
Problems Encountered & Resolution:
• **Issue:** Tidal water intrusion affecting early-morning slab pours.
• **Resolution:** Implemented tide-indexed pour schedule and temporary berming to ensure proper curing and inspection compliance.
Contract Term: April 2022 – October 2022
Contract Value: $312,000
On-Site Management:
• Project Executive – Paul Bickham
• Project Manager – [ARC PM Team]
• Site Superintendent – [ARC Field Superintendent]

3. Brevard County Parks & Recreation – Regional Park Pavilion Installation
Client / Contact:
Brevard County Parks & Recreation
Contact: Tex Loadholtz, Project Coordinator
Address: 1515 Sarno Rd., Melbourne, FL 32935
Phone: (321) 255-4400
Scope: Installation of new steel pavilions at multiple county parks, including foundation work, shelter assembly, and integration with existing site amenities.
Number of Sites: 5 sites
Building Sizes: 18' x 24' to 30' x 50' structures
Role: *Primary contractor*
Problems Encountered & Resolution:
• **Issue:** Existing utilities uncovered during excavation at two sites.
• **Resolution:** ARC coordinated with County utilities, adjusted footer locations, and modified engineering drawings to maintain safety and compliance without delaying the project.
Contract Term: July 2021 – May 2022
Contract Value: $498,900
On-Site Management:
• Project Executive – Paul Bickham
• Site Superintendent – [ARC Field Superintendent]
• Safety Officer – [ARC CPSI Staff]

4. City of Sarasota– Payne Park Lagacy Shelter
Client / Contact:
City of Sarasota - Architect
Contact: Phil Smith, Architect
Address: 2010 Adams Ln Sarasota, FL 34237
Phone: (941-366-3159) 724-5860
Scope: Installation of a new pavilion and shade structures at a historic waterfront park. Work included demolition of existing wood structures, concrete installation, upgraded structural footers, and new steel shelter.
Number of Sites: 1 site
Building Size: 30' x 30' custom pavilion
Role: *Primary contractor*
Problems Encountered & Resolution:
• **Issue:** Coastal wind-load requirements required engineering modification.
• **Resolution:** ARC worked with the manufacturer to redesign anchor plates and provide revised engineering that met updated code requirements.
Contract Term: Feb 2022 – Aug 2022
Contract Value: $147,600
On-Site Management:
• Project Manager – [ARC PM Team]
• Site Superintendent – [ARC Field Superintendent]

Summary of Qualifications
Across these comparable government contracts, ARC has demonstrated:
• Successful delivery of multi-site pavilion replacement projects
• Expertise working with steel shelters, footers, slabs, and hurricane-rated structures
• Strong municipal communication and documentation compliance
• Ability to solve unexpected site conditions without delaying schedule
• Proven project management and field supervision aligned with the structure described

ARC will assign a dedicated and properly staffed crew to perform the pavilion demolition, site preparation, concrete work, and pavilion installation required for the Otis Gray Park Pavilions Replacement project. The personnel and equipment listed below represent the typical team and resources that ARC deploys for projects of similar scope and complexity.

1. Proposed Personnel Assigned to the Project

On-Site Team (Typical Daily Staffing)

- **1 Site Superintendent** – On-site supervision, safety compliance, inspections, daily reporting
- **3–5 Skilled Installation Technicians** – Pavilion assembly, concrete work, demolition, anchoring
- **1 Equipment Operator** – Operates skid steer, mini excavator, auger, or lift equipment as needed
- **1 Labor Support Technician** – Material handling, staging, ground prep, cleanup

Administrative / Support Personnel (As Needed)

- **Project Manager** – Scheduling, procurement, documentation, submittals
- **Safety Officer (CPSI Certified)** – Periodic site visits, audits, compliance checks
- **Operations Coordinator** – Billing, paperwork, communication logs, permitting coordination

ARC maintains the flexibility to add personnel if schedule acceleration or expanded work windows are required by the City.

2. Equipment Assigned to the Project

Below is the equipment typically used for pavilion demolition and installation. ARC will determine final equipment needs based on field conditions and pavilion sizes.

Site & Construction Equipment

- **Skid Steer Loader (Bobcat / Cat 262 or equivalent)** – Owned
- **Mini Excavator (Cat 303 or equivalent)** – Owned / Rented as needed
- **Hydraulic Auger Attachment (12”, 18”, 24”)** – Owned
- **Concrete Mixer / Vibrator** – Owned
- **Laser Level & Survey Equipment** – Owned
- **Portable Generators (7,000–9,000W)** – Owned
- **Scaffolding & Work Platforms** – Owned
- **Fork Attachments for Skid Steer** – Owned
- **Flatbed Trailer (20–24 ft)** – Owned
- **Material Lift (Genie Lift or equivalent)** – Rented as needed for roof panel installation
- **Power Tools (impact drivers, grinders, hammer drills, torque wrenches)** – Owned
- **Safety Equipment (barriers, caution tape, PPE kits, first aid)** – Owned

If required for heavier steel members, ARC may utilize a **telehandler** or **boom lift**, typically rented based on the height and configuration of the new shelter.

3. On-Site Storage Plan

If approved by the City, ARC may store limited equipment and materials on-site, secured and organized to avoid disruption to park operations.

Possible stored items include:

- Palletized pavilion components (steel posts, roof panels, hardware)
- Skid steer or mini excavator (if project duration warrants)
- Concrete form boards, rebar, and anchors
- Worker PPE & safety signage

No hazardous or volatile materials will be stored onsite.

4. List of Chemicals & MSDS

Pavilion replacement projects require minimal chemical products. The following materials are typical:

Chemicals / Construction Products Used

- Quick-Strip or equivalent **form-release agent** for concrete forms
- **Concrete curing compound** (water-based)
- **Aerosol cold-galvanizing spray** (touch-up on cut or drilled steel areas, as required by manufacturer)
- **Marking paint** (water-based)

5. Optional Equipment Photos

- ARC skid steer
- Mini excavator
- Auger attachment
- Material lifts
- Work trailers
- Crew on a pavilion installation



ARC's quality control approach is built on structured oversight, clear communication, disciplined field procedures, and responsive customer service. Our goal is to ensure that every phase of the Otis Gray Park Pavilions Replacement project is completed according to specification, safely executed, and delivered on schedule.

1. Quality Control Framework

ARC employs a multi-layered quality control (QC) system involving Project Management, On-Site Supervision, and Administrative Support. This structure ensures that each task is reviewed, verified, and documented throughout the project.

Key QC Elements:

- Pre-construction planning and verification
- Daily on-site supervision
- Step-by-step inspections (layout, excavation, concrete work, structure assembly)
- Manufacturer specification compliance
- Final inspection and documentation before City acceptance

The **Site Superintendent** serves as the on-site quality control lead, monitoring workmanship, ensuring adherence to engineered drawings, and coordinating inspections with City personnel.

2. Responsibilities of Management & Staff

Project Executive (Paul Bickham)

- Ensures resources are properly allocated
- Oversees compliance with contract obligations
- Reviews QC reports and signs off on major milestones

Project Manager

- Coordinates submittals, engineered drawings, and materials
- Schedules inspections and tracks QC checklists
- Ensures all materials meet required specifications and standards

Site Superintendent

- Conducts daily worksite inspections
- Verifies alignment, elevations, anchor placement, and structural connections
- Ensures safety compliance and OSHA standards
- Records issues and corrects deficiencies immediately

Field Technicians

- Follow standard operating procedures (SOPs)
- Execute installation tasks per manufacturer and engineering standards
- Participate in daily safety briefings and QC walkthroughs

3. Methodology for Prompt Service & Customer Satisfaction

ARC maintains a consistent communication process designed to keep the City fully informed and ensure expectations are met.

Customer Service Standards:

- Rapid response to inquiries (same-day communication)
- Clear timelines and weekly progress updates
- Documentation of all stages for transparency
- Flexibility to adjust workflow around City events or park usage

ARC assigns a single point of contact for the City to streamline communication and avoid delays.

4. Complaint Resolution Process

If a concern or issue arises, ARC uses a documented 4-step complaint resolution process:

Immediate Acknowledgment – The Site Superintendent or Project Manager responds the same day.

Assessment – The issue is documented, photographed, and reviewed by management.

Corrective Action – The crew implements a solution promptly and confirms resolution with the City.

Verification – ARC provides written confirmation with supporting documentation or photos.

This system ensures that all concerns are handled quickly, transparently, and to the satisfaction of the City.

5. Employee Performance & Training

ARC crews receive continuous training in:

- Pavilion assembly best practices
- Concrete preparation, pouring, and finishing
- Use of torque tools and anchoring systems
- Manufacturer-certified assembly procedures
- Safety (OSHA, PPE, equipment operation)
- CPSI guidance for adjacent playground or public-use environments

ARC also conducts internal refresher sessions throughout the year, particularly before summer and during hurricane season when installation conditions become more demanding.

6. Ensuring Timely Completion of All Work

ARC uses a structured scheduling approach:

- Predefined sequence of work (demolition → layout → footers/slab → pavilion installation → punch-out)
- Daily checklists to track production milestones
- Contingency planning for weather delays
- Use of ARC-owned equipment to prevent rental delays
- Coordination with manufacturers for delivery windows

We proactively identify risk points (material lead times, concrete cure times, weather patterns) and adjust the schedule to maintain timely delivery.

7. Challenges Encountered & How ARC Resolved Them

ARC regularly completes municipal projects where challenges arise. Examples include:

Challenge: Manufacturer Shipping Delays

Resolution:

7. Challenges Encountered & How ARC Resolved Them

ARC regularly completes municipal projects where challenges arise. Examples include:

Challenge: Manufacturer Shipping Delays

Resolution:

ARC resequenced the project by completing site prep and concrete work ahead of schedule, allowing pavilion installation to begin immediately upon delivery. This maintained the overall timeline.

Challenge: Unexpected Underground Utilities

Resolution:

ARC worked with the utility department to adjust footing locations and updated engineered drawings within 48 hours, preventing multi-week delays.

Challenge: Coastal Wind-Load Adjustments

Resolution:

ARC coordinated engineering revisions with the shelter manufacturer to meet updated code requirements, ensuring compliance before installation.

These examples demonstrate ARC's ability to respond quickly, maintain schedule integrity, and uphold quality standards, even when unexpected field conditions occur.

ARC maintains an active but well-balanced workload across multiple municipal, institutional, and developer projects. The current "Weekly Job Report – Current Projects" (included as Tab 8A) documents all open contracts and work in progress.

A. Proposer – Advanced Recreational Concepts, LLC (ARC)

Total Number of Available Staff

ARC's core team consists of:

- 1 Executive / Contracts Manager
- 2 Project Managers
- 2 Superintendents / Field Managers
- 1 Safety / Compliance (CPSI-certified)
- 8 Field Installation Technicians
- 2 Administrative / Procurement / Scheduling Support

Total ARC staff available: 16

This structure allows ARC to manage multiple concurrent projects while still assigning dedicated field crews and supervision to new contracts such as the Otis Gray Park Pavilions Replacement.

Summary of Current Contract Workload (from Weekly Job Report)

Based on ARC's current "Weekly Job Report – Current Projects":

- Total number of active projects under contract: 138
- Aggregate contracted value of current projects: approximately $9,216,947.79

These contracts include playground installations, shade and pavilion projects, surfacing replacements, district-wide upgrades, and related parks and recreation improvements for school districts, counties, municipalities, tribes, and private developers.

The detailed job-by-job listing, including client name, project description, and contract value, is provided in the attached Weekly Job Report (Tab 8A).

Representative Current Contracts

The following are representative examples of larger active contracts drawn directly from ARC's current project list:

1.Seminole Tribe of Florida – Mabel T Frank Tot Lot

- Scope: New tot lot / playground improvements and associated site work
- Contract Value: approximately $381,207
- Number of Buildings / Structures: 1 primary play area with associated structures and surfacing
- Typical Contract Duration: multi-month construction period within the 2024–2025 window
- ARC Staff Assigned:

– 1 Project Manager
– 1 Superintendent
– 4–6 Field Technicians (as required by phase)

2.Saint Edward's School – Playground Replacement (2024)

- Scope: Full playground replacement, including new equipment and related site elements
- Contract Value: approximately $356,341
- Number of Buildings / Structures: 1 primary playground area with multiple play components
- Typical Contract Duration: 3–5 months (submittals through final inspection)
- ARC Staff Assigned:

– 1 Project Manager
– 1 Superintendent (shared across similar school projects)
– 3–5 Field Technicians

3.School District of Manatee County – District-Wide Mulch
• Scope: District-wide playground safety surfacing (mulch) replacement across multiple facilities
• Contract Value: approximately $335,400• Number of Buildings / Facilities: Multiple school sites (playgrounds) under a single contract
• Typical Contract Duration: Phased work within one school year window
• ARC Staff Assigned:
– 1 Project Manager
– 1 Field Lead
– 3–4 Field Technicians (rotating between sites)

4.The Groves at Big Cypress – Tot Lot Playground
• Scope: New community tot lot playground and related site amenities
• Contract Value: approximately $322,350.64• Number of Buildings / Structures: 1 tot lot playground area and associated play structures
• Typical Contract Duration: 3–4 months
• ARC Staff Assigned:
– 1 Project Manager
– 1 Superintendent (periodic site presence)
– 3–4 Field Technicians

5.W Builders LLC – Lake Mary Church Playground
• Scope: New playground installation at church facility, including equipment and surfacing
• Contract Value: approximately $274,866.92
• Number of Buildings / Structures: 1 playground area (outdoor structure, not enclosed building)
• Typical Contract Duration: 2–4 months
• ARC Staff Assigned:
– 1 Project Manager
– 1 Superintendent
– 3–4 Field Technicians

For all of the representative projects above, the actual square footage varies by design and layout. Typical improved play / pavilion / shade areas range from approximately 800 SF to over 5,000 SF per site. Exact square footage and structure counts are captured in each project's construction drawings and are available upon request.

B. Major Subcontractors / Partner Firms

ARC self-performs the majority of scope on its park, playground, and pavilion projects. Where specialized trades are required (e.g., concrete, specialty surfacing, or landscape finish work), ARC utilizes pre-qualified partners identified within the Weekly Job Report under "Installer / Sub Contractor."

Key recurring subcontract / partner resources currently supporting ARC contracts include:
• Field installation crews led by foremen such as Donton, Kody, George, and Eli, providing dedicated crews of 3–6 installers per project as required.
• Specialty partners such as Artscapes / Artscapez and Remco for select surfacing or concrete scopes, each providing dedicated crews assigned to ARC projects on an as-needed basis.

On typical contracts, subcontractor staffing per project is:

- 1 working foreman / crew lead
- 2–4 craft workers (concrete, surfacing, or specialty trade)

Subcontractors are scheduled to avoid conflicts so that each active project has adequate on-site staffing and supervision.

C. Capacity and Ability to Perform Otis Gray Park Pavilions Replacement

Given ARC's current staffing and the distribution of work across 138 active projects, the company has sufficient capacity to:

- Assign a dedicated superintendent and installation crew to the Otis Gray Park Pavilions Replacement project;
- Maintain an overseeing Project Manager responsible for schedule, documentation, and coordination;
- Utilize existing subcontractor relationships only as needed for concrete or specialty scopes without overextending resources.

The attached "Weekly Job Report – Current Projects" provides the detailed contract list supporting this workload summary and demonstrates ARC's experience managing multiple municipal and institutional contracts concurrently while maintaining quality, safety, and schedule performance.

Advanced Recreational Concepts, LLC
3127 Skyway Circle # 101
Melbourne, FL 32934
Phone: 321-775-0605 / Fax: 321-242-2216

Proposal

Organization City of Lauderdale Lakes
4300 NW 36th Street
Lauderdale Lakes, Fl 33319

Prepared For Aazam Piprawala
Ship To Otis Gray Park
4800 NW 26th St
Fort Lauderdale, FL 33313

Date	**11/19/2025**
Quotation #	**27531**
Prepared By	**Nina Bloch**
Payment Terms	**Net 30**
Prices Valid Until	**12/19/2025**
Project Name	**Pavilions Replacement**
Customer Phone	
County	**Broward**

Product ID	Description	Qty	U/M	Price	Total
	Model #: HSP 22-CUS Hexagon Steel Shelter 22' Diameter with 8' Eave PBR Roofing with Cupola	2		28,395.00	56,790.00T
	EA Electrical Access & Cutouts	2		715.00	1,430.00T
	Florida Signed and Sealed Drawings (4 Sets) CALCULATIONS provided.	1		1,000.00	1,000.00
	Freight	1		7,465.00	7,465.00
	Provide Signed and Sealed Survey, Tree Survey, and Geotechnical Report	1		2,000.00	2,000.00
	Installation of: - (2) 22' Hexagon Shelters (Price includes concrete for footers and supplying generator)	1		35,185.00	35,185.00
	Complete (1) Water Spigot Installation Per Shelter Total of (2) Water Spigots	2		2,000.00	4,000.00
	Complete (1) Electrical Outlet Installation Per Shelter Total of (2) Electrical Outlets	2		3,000.00	6,000.00
	Removal and Disposal of: - (2) Existing Hexagon Shelters - (2) Existing Concrete Slabs	1		10,890.00	10,890.00

100% Financing Available – Flexible Terms
Ask Your ARC Sales Representative For More Information

Subtotal
Sales Tax (0.0%)
Total

Signature _____ **Print Name/Title** _____ **Date** _____ **P.O. #** _____

Upon acceptance of this proposal please sign above and initial the 'ARC Site Preparation Check List' and the 'ARC General Terms and Conditions' exhibits attached. Please return initialed copies to ARC.

Advanced Recreational Concepts, LLC
3127 Skyway Circle # 101
Melbourne, FL 32934
Phone: 321-775-0605 / Fax: 321-242-2216

Proposal

Organization City of Lauderdale Lakes
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Project Name	**Pavilions Replacement**
Customer Phone	
County	**Broward**

Product ID	Description	Qty	U/M	Price	Total
	Rentals to include - Bobcat: 1 Month @ $3360 - Bobcat Fork: 1 Month @ $500 - Lull: 1 Month @ $3360 - Mini Excavator: 1 Month @ $3570 - Dumpster 20 Yd: 8 @ $1250 each	1		20,790.00	20,790.00
	Circular Concrete Slab: 1075 square feet at $17 per Sq.Ft. for Pavilion 1	1		18,275.00	18,275.00T
	Circular Concrete Slab: 1075 square feet at $17 per Sq.Ft. for Pavilion 2	1		18,275.00	18,275.00T
	Supply, Delivery, and Installation of Sod to Repair Areas Damaged During Construction (Estimating approx. 750 sq ft for Sod Repairs)			3,050.00	3,050.00
	3rd Party Locate Services for Public and Private Utility Lines	1		1,705.00	1,705.00
	Permitting and administration Fees	1		2,971.00	2,971.00

100% Financing Available – Flexible Terms
Ask Your ARC Sales Representative For More Information

Subtotal	**$189,826.00**
Sales Tax (0.0%)	**$0.00**
Total	**$189,826.00**

Signature _____ **Print Name/Title** _____ **Date** _____ **P.O. #** _____

Upon acceptance of this proposal please sign above and initial the 'ARC Site Preparation Check List' and the 'ARC General Terms and Conditions' exhibits attached. Please return initialed copies to ARC.

ATTACHMENTS

City of Lauderdale Lakes
NON-COLLUSIVE AFFIDAVIT

STATE OF Florida

COUNTY OF Brevard

Paul Bickham being first duly sworn, deposes and says that:

PROPOSER is the Owner,
(Owner, Partner, Officer, Representative or Agent)

PROPOSER is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

Such Proposal is genuine and is not a collusive or sham Proposal;

Neither the said PROPOSER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any PROPOSER, firm, or person to fix the price or prices in the attached Proposal or any other PROPOSER, or to fix any overhead, profit, or cost element of the Proposal Price or the Proposal Price of any other PROPOSER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Proposal are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By Paul Bick

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization on this 19 day of November, 2025 by Paul Bickham who ☒ is personally known to me or who ☐ has presented the following type of identification:

_____.

Shelby Louise Gemes
Signature of Notary Public, State of Florida

Shelby Louise Gemes
Notary seal (stamped in black ink)
OR
Printed, typed or stamped name of Notary and Commission Number

SHELBY LOUISE GEMES
MY COMMISSION # HH 199735
EXPIRES: March 11, 2026
Bonded Thru Notary Public Underwriters

City of Lauderdale Lakes

CRIMINAL BACKGROUND SCREENING

CONTRACT TITLE: Otis Gray Pavillion

CONTRACTOR'S NAME Advanced Recreational Concepts

Date: 11.19.2025

By signing this form, I am swearing or affirming that all individuals providing services to CITY or BIDDER under the Agreement on CITY facilities have been background-screened in accordance with the background screening requirements set forth in the Bid Documents and each has been deemed eligible by CONTRACTOR or BIDDER to provide services as described in the CONTRACT. The information contained in this Affidavit is up to date as of the date this Affidavit is furnished to CITY's Contract Administrator per the requirements of the CONTRACT.

All individuals providing services to CITY under the CONTRACT on CITY facilities are listed below under categories 1 and 2 below. Each individual shall be identified by name, birth date and date deemed eligible and shall fall into one (1) of the following categories:

1. Previously screened and deemed eligible. (Insert list of individuals)

2. New Individuals screened and deemed eligible. (Insert list of individuals)

3. Individuals no longer providing services for Contractor/BIDDER on CITY facilities under the CONTRACT. (Insert list of individuals)

Signature of Affiant STATE OF FLORIDA)

COUNTY OF Brevard

Sworn to and subscribed before me this 19 day of November, 2025.

3/11/2026
My commission expires

Shelby Louise Gemes
Signature Notary Public, State of Florida

My signature, as Notary Public, verifies the Affiant's identification has been validated by

Personally Known.

SHELBY LOUISE GEMES
MY COMMISSION # HH 199735
EXPIRES: March 11, 2026
Bonded Thru Notary Public Underwriters

City of Lauderdale Lakes

SIGNATURE PAGE

The undersigned attests to his (her, their) authority to submit this Submittal and to bind the firm(s) herein named to perform as per agreement. Further, by signature, the undersigned attests to the following:

1. The PROPOSER is financially solvent and sufficiently experienced and competent to perform all of the work required of the PROPOSER in the Contract;

2. The facts stated in the PROPOSER's response pursuant to Request for Submittals, instructions to PROPOSER and Specifications are true and correct in all respects;

3. The PROPOSER has read and complied with, and submits their proposal agreeing to all of the requirements, terms and conditions as set forth in the Request for Proposals.

4. The PROPOSER warrants all materials supplied by it are delivered to the CITY of Lauderdale Lakes, Florida, free from any security interest, and other lien, and that the PROPOSER is a lawful owner having the right to supply the same and will defend the conveyance to the CITY of Lauderdale Lakes, Florida, against all persons claiming the whole or any part thereof.

5. **PROPOSER understands that if a team is short listed and selected to make oral presentations to the selection committee and/or CITY, only the team members evaluated in the written submissions may present at the oral presentations. Any changes to the team at the oral presentations will result in that team's disqualification.**

6. The undersigned certifies that if the firm is selected by the CITY the firm will negotiate in good faith to establish an agreement.

7. PROPOSER understands that all information listed above may be checked by the City of Lauderdale Lakes and PROPOSER authorizes all entities or persons listed above to answer any and all questions. PROPOSER hereby indemnifies the City of Lauderdale Lakes and the persons and entitles listed above and holds them harmless from any claim arising from such authorization or the exercise thereof, including the dissemination of information pursuant thereto.

Submitted on this 19 day of November, 2025.

(If an individual, partnership, or non-incorporated organization)

Shelby Gemes
Witness

Shelby Gemes
Printed

Admin
Title

Advanced Recreational Concepts
Company

By

Paul Bickham / Owner
Printed Name, Title

(If a corporation, affix seal)

Company

By

Printed Name, Title

Attested by Secretary

Incorporated under the laws of the State of Florida.

City of Lauderdale Lakes

PUBLIC ENTITY CRIMES

SWORN STATEMENT PURSUANT TO SECTION 287.133(3) (a),

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Lauderdale Lakes, Florida by Paul Bickham Owner (name and title of individual) For

Advanced Recreational Concepts (name of entity) whose business address is

3127 Skyway Cir Ste 101 Melbourne, FL 32934

and (if applicable) its Federal Employer Identification Number (FEIN) is 20-0520823 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:_____.

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), Florida Statues, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or no lo contendre.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies]

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity,

nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

By _____

STATE OF FLORIDA

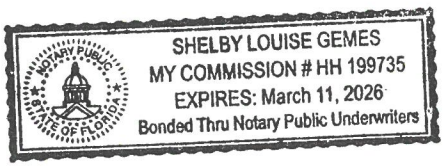
COUNTY OF Brevard

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization on this 19 day of Nov, 2025 by Paul Bicknam who ☒ is personally known to me or who ☐ has presented the following type of identification:

_____.

Shelby Louise Gemes
Signature of Notary Public, State of Florida

Shelby Louise Gemes
Notary seal (stamped in black ink)
OR
Printed, typed or stamped name of Notary and Commission Number



City of Lauderdale Lakes
4300 NW 36th Street
Lauderdale Lakes, Fl., 33319

Department of Financial Services
Phone: (954) 535-2828
Fax: (954) 535-1892

ADDENDUM No. 1

ADDENDUM NO. 1 **RFP NO.: 26-6310-09R**

TITLE: Otis Gray Pavilions Replacement **RFP CLOSING DATE: December 5th, 2025 @ 10:00AM**

DATE: November 17th, 2025 **NUMBER OF PAGES: 4**

This Addendum to the contract documents is issued to provide additional information and clarification to the original solicitation requirements and is hereby declared a part of the original contract documents. In case of conflict, this Addendum shall govern. Bidders shall acknowledge receipt of this Addendum by signature of this form to be included with their intended Bid submission. Failure to sign and provide with bid submission shall deem your company as non-responsive.

Clarifications & Announcements:

1. This bid deadline will be extended until December 5th, 2025 at 10:00am.

Mandatory Pre-Bid Conference Sign-in Sheet @ 11:00 AM

Project Title: Otis Gray Park Pavilions ~~Improvement~~ Replacement # RFP26-6310-09R
Date: 11/04/2025

	Company/Representative	[redacted] Email	Phone #
1	Abbot Construction Inc. Mike Richel	[redacted] mprichel@gmail.com	754-244-0322
2	Kohn Construction And Development Inkael Kohn	Iskael@kohnconstruction.com	305 495 8662
3	ARC - Advance Recreational Concept	nbloch@arcflorida.com	954 3056633
4	OBIECH INC Rosny Dorcely	obtechconstruction@gmail.com	3054016978
5	Taurice Campbell	taurice@blissproducts.com	427-908-2034
6	Vivian Figueroa	Top Line Recreation vivianfa@toplinerec.com	954 240 7767
7	Concord Technologies / Shahin Shafaq	Shahin@myconcordtech.com	561-254-4403
8	Omals Khan	okhan@khanbuildersinc.com	754-275-5870
9	Solar Champs LLC DBA Champs	pmservices@solarchampsfl.com	954 399 8821
10	BRJ Restoration	info@BRJRestoration.com	9148263268
11			

1

City of Lauderdale Lakes
4300 NW 36th Street
Lauderdale Lakes, Fl., 33319

Department of Financial Services
Phone: (954) 535-2828
Fax: (954) 535-1892

Questions & Answers:

Q1
Could you please provide the estimated budget or funding allocation for this project?

A1
$190,000.00

Q2
Can you please confirm that you will be providing the survey?

A2
The tree survey would be provided by the Contractor. City can provide the construction plans.

Q3
To what extent does the tree survey and tree protection need to be implemented—does it apply to the entire park or only within a certain proximity to the shelters?

A3
The tree survey and tree protection should be implemented within the required proximity around the shelters and in any areas affected by construction activity.

Q4
To what extent are we required to install temporary fencing for barricades?

A4
Temporary barricade fencing will be needed in any location impacted by construction work.

Q5
Section 14 (Insurance Requirements), item D, states: “General Liability Insurance in the amount of $1,000,000.” However, Section 15.24 states: “Commercial General Liability – Minimum limits of total coverage shall be $2,000,000 per occurrence.” Can you please confirm which requirement supersedes?

A5
The requirements as stated in the Standard General Conditions of the Construction Contract attachment supersede the requirements as state in the Insurance requirements section.

Q6
Can you please provide a sample certificates to follow? Our carrier would like to understand the endorsement numbers to ensure we meet this part.

A6
Please see the attachments section of this solicitation

Q7

We are working with our subcontractors to secure the best pricing. To ensure we submit our most competitive proposal, would the City consider a brief extension for the November 21st submission deadline?

A7
Please see 'Clarifications and Announcements' section of this document.

Q8
The Scope of Work in the proposal mentions a "Waste Management dumpster". To clarify costs, does the City have an exclusive contract, or are contractors permitted to provide their own dumpster services?

A8
Contractors may provide their own dumpster as long as there is no lettering or company branding visible on the container. Alternatively, you may use Waste Management if preferred.

Q9
What are the requirements for workers restroom facilities? Will site-provided restrooms be available, or should our bid include temporary portable facilities?

A9
Restroom facilities at the park will be available; however, there are other projects scheduled to begin in the area, which may affect access. If the park is closed, the City will provide keys for restroom access. Please note that the contractor will be responsible for maintaining and cleaning the restrooms during use.

Q10
Just to confirm, the Scope of Work document under "CONTRACTOR RESPONSIBILITES" explicitly states the contractor must "Provide electricity".

Can the City please verify that no site power will be available and that we must account for providing our own generator during the demo and construction process?

A10
The City may be able to assist if needed; however, contractors should primarily plan to provide their own generator, as site power is not expected to be reliably available during demolition and construction.

Q11
Can the City please confirm the project's allowable work hours? We noted the standard city construction hours are 7:00 AM – 6:00 PM (Mon-Fri) and 8:00 AM – 6:00 PM (Sat/Sun/Holidays)

A11
The standard weekday construction hours of 7:00 AM to 6:00 PM are correct. Weekend and holiday work hours will be reviewed on a case-by-case basis and require prior approval from the City.

City of Lauderdale Lakes
4300 NW 36th Street
Lauderdale Lakes, Fl., 33319

Department of Financial Services
Phone: (954) 535-2828
Fax: (954) 535-1892

ALL ELSE REMAINS THE SAME

ACKNOWLEDGED BY:

Advanced Recreational Concepts
COMPANY NAME

Paul Bickham 11.19.2025
SIGNATURE/DATE

Paul Bickham
PRINTED NAME

CITY OF LAUDERDALE LAKES

Aazam Piprawala, CERT SCM
Procurement Administrator,
Financial Services

Detail by Entity Name

Florida Limited Liability Company
ADVANCED RECREATIONAL CONCEPTS, LLC

Filing Information

Document Number	L03000023078
FEI/EIN Number	20-0520823
Date Filed	06/24/2003
State	FL
Status	ACTIVE

Principal Address

3127 SKYWAY CIRCLE 101
MELBOURE, FL 32934

Changed: 02/14/2023

Mailing Address

3127 SKYWAY CIRCLE 101
MELBOURE, FL 32934

Changed: 02/13/2023

Registered Agent Name & Address

BICKHAM, PAUL
1200 LUMINARY CIRCLE
#103
MELBOURNE, FL 32901

Name Changed: 02/14/2023

Address Changed: 02/14/2023

Authorized Person(s) Detail

Name & Address

Title MANAGING MEMBER

BICKHAM, PAUL
1200 LUMINARY CIRCLE
#103
MELBOURNE, FL 32901

Annual Reports

Report Year	Filed Date
2023	02/14/2023
2024	09/12/2024
2025	01/31/2025

Document Images

01/31/2025 -- ANNUAL REPORT	View image in PDF format
09/12/2024 -- ANNUAL REPORT	View image in PDF format
02/14/2023 -- ANNUAL REPORT	View image in PDF format
01/24/2022 -- ANNUAL REPORT	View image in PDF format
01/15/2021 -- ANNUAL REPORT	View image in PDF format
01/29/2020 -- ANNUAL REPORT	View image in PDF format
01/17/2019 -- ANNUAL REPORT	View image in PDF format
01/12/2018 -- ANNUAL REPORT	View image in PDF format
01/27/2017 -- ANNUAL REPORT	View image in PDF format
01/28/2016 -- ANNUAL REPORT	View image in PDF format
02/03/2015 -- ANNUAL REPORT	View image in PDF format
03/20/2014 -- ANNUAL REPORT	View image in PDF format
03/25/2013 -- ANNUAL REPORT	View image in PDF format
01/26/2012 -- ANNUAL REPORT	View image in PDF format
03/03/2011 -- ANNUAL REPORT	View image in PDF format
01/21/2010 -- ANNUAL REPORT	View image in PDF format
03/20/2009 -- ANNUAL REPORT	View image in PDF format
03/03/2008 -- ANNUAL REPORT	View image in PDF format
04/29/2007 -- ANNUAL REPORT	View image in PDF format
03/01/2006 -- ANNUAL REPORT	View image in PDF format
01/28/2005 -- ANNUAL REPORT	View image in PDF format
01/29/2004 -- ANNUAL REPORT	View image in PDF format
06/25/2003 -- Florida Limited Liability	View image in PDF format

Florida Department of State, Division of Corporations

2024 - 2025

BREVARD COUNTY BUSINESS TAX RECEIPT
SUBJECT TO COUNTY ZONING RESTRICTIONS
TAX RECEIPT SHOULD BE DISPLAYED ON PREMISES

ACCOUNT NO.
187873

THE PERSON(S), OR ENTITY BELOW:
ADVANCED RECREATIONAL CONCEPTS LLC
3127 SKYWAY CIR STE 101
MELBOURNE, FL 32934

BUSINESS PERIOD: **October 01, 2024 - September 30, 2025**
EXPIRES: **SEPTEMBER 30, 2025**

ISSUED PURSUANT AND SUBJECT TO FLORIDA STATUTES AND BREVARD COUNTY CODE ISSUANCE DOES NOT CERTIFY COMPLIANCE WITH ZONING OR OTHER LAWS.
BUSINESS TAX RECEIPT IS SUBJECT TO REVOCATION FOR ZONING VIOLATIONS, AND / OR FAILURE TO MAINTAIN REGULATORY PRE-REQUISITES AS REQUIRED FOR BUSINESS CLASSIFICATION(S), OR SUBSEQUENT ACTIVITIES. NOTIFY TAX COLLECTOR UPON CLOSING OF BUSINESS.
A PERMIT IS REQUIRED TO ADVERTISE (Including with signage) "GOING OUT OF BUSINESS".

DBA

LISA CULLEN, CFC, Brevard County Tax Collector
P O Box 2500, Titusville, Florida 32781-2500
(321)264-6969 or (321)633-2199

LOCATION:
3127 SKYWAY CIR STE 101
MELBOURNE, FL 32934

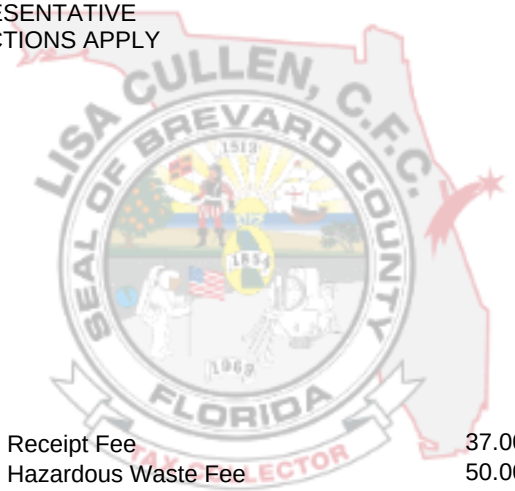
UPON A CHANGE OF OWNERSHIP OR LOCATION,
BUSINESS TAX RECEIPT SHOULD BE TRANSFERRED WITHIN 30 DAYS.

OWNED BY:
ADVANCED RECREATIONAL CONCEPTS LLC

BUSINESS CLASSIFICATIONS, DISCLAIMERS, AND RELATED FEES:

EXEMPTIONS: 0.00

820005	RECEIPT AMT
590501	HAZ WASTE GEN. SURCHARGE
300050	BUILDING CONTR. -CERTIFIED
470160	CONSULTING SERVICE
530101	SALES REPRESENTATIVE
600	CITY RESTRICTIONS APPLY



Receipt Fee	37.00
Hazardous Waste Fee	50.00
Zoning Application Fee	0.00
Building Occupancy Review Fee	0.00
Fire Prevention Fee	0.00
Late Penalty	0.00
NSF Fee	0.00
Transfer Fee	0.00

Paid 000-24-00325620 07/17/2024 87.00

MAIN OFFICE: 400 South St., 6th Floor, Titusville, FL 32780

BRANCH OFFICES: Merritt Island Office, 1605 N. Courtenay Pkwy
Melbourne Office, 1515 Sarno Road
Palm Bay Office, 450 Cogan Dr. SE
Titusville Office, 800 Park Ave.
Indian Harbour Beach Office, 240 E. Eau Gallie Blvd.
Viera Office, 2725 Judge Fran Jamieson Way, #A108, Viera, FL 32940

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

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

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Paul Bickham

2 Business name/disregarded entity name, if different from above

Advanced Recreational Concepts LLC

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☑ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ S

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

3127 Skyway Cir. Unit 101

Requester's name and address (optional)

6 City, state, and ZIP code

Melbourne, FL 32934

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

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

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

Social security number

			–			–				

or

Employer identification number

2	0	–	0	5	2	0	8	2	3

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here Signature of U.S. person ▶ [signature] Date ▶ 02.12.2024

General Instructions

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

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

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

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

BICKHAM, PAUL

ADVANCED RECREATIONAL CONCEPTS, LLC
3127 SKYWAY CIRCLE 101
MELBOURNE FL 32934

LICENSE NUMBER: CBC1266810

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/14/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

SCALE: NTS

Model #: HSP22-CUPOLA

Design Criteria: Structure shall be designed to meet site specific snow and wind load design criteria using most current applicable building codes. All structural members are ASTM A-500 U.S. grade B steel. Welded connection plates shall be ASTM A-36 hot rolled steel. All fabrication performed to latest AISC standards by AWS Certified welders. All framing connections are done using A325 grade bolts within concealed access openings from above and will later be concealed by the roofing. All roof framing shall be flush against the roof decking to eliminate the possibility of bird nesting.

Tubular Steel Columns and Beams: Standard column dimension shall be 5" x 5" x 3/16" tubular steel welded to 5/8" base plates for surface mounting. Main support beams are 7" x 5" x 3/16" and purlins are 6" x 4" x 3/16". Steel sizes are preliminary and may change due to ongoing review and final engineering.

Roofing: 24 Ga. pre-cut steel R-Panel (PBR) panels with Kynar 500 finish in a variety of colors with white underside. Standard roof slope is a 4/12 pitch with a eave height of 8'-0". Attached to structural frame with exposed screws painted to match roof color. Matching 24 Ga. trim included.

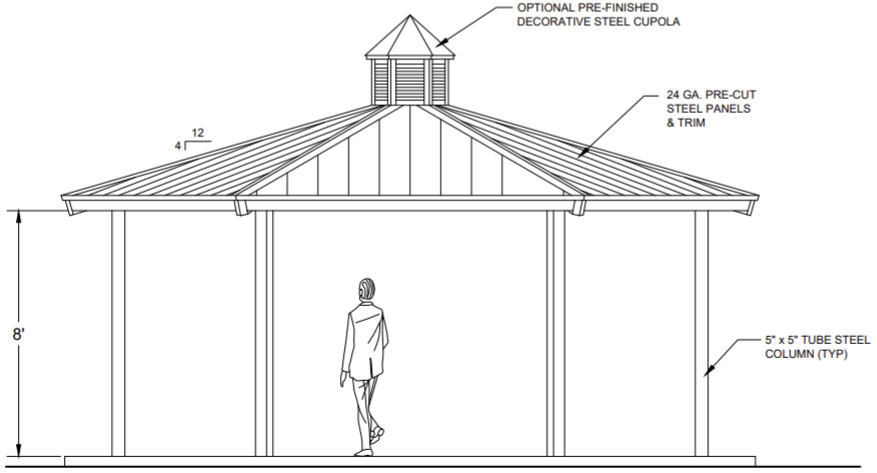
Frame Finish: All steel framework will receive a corrosion protective TGIC Polyester powder coat, electro-statically applied and cured at 400°F. A large selection of standard colors are available.

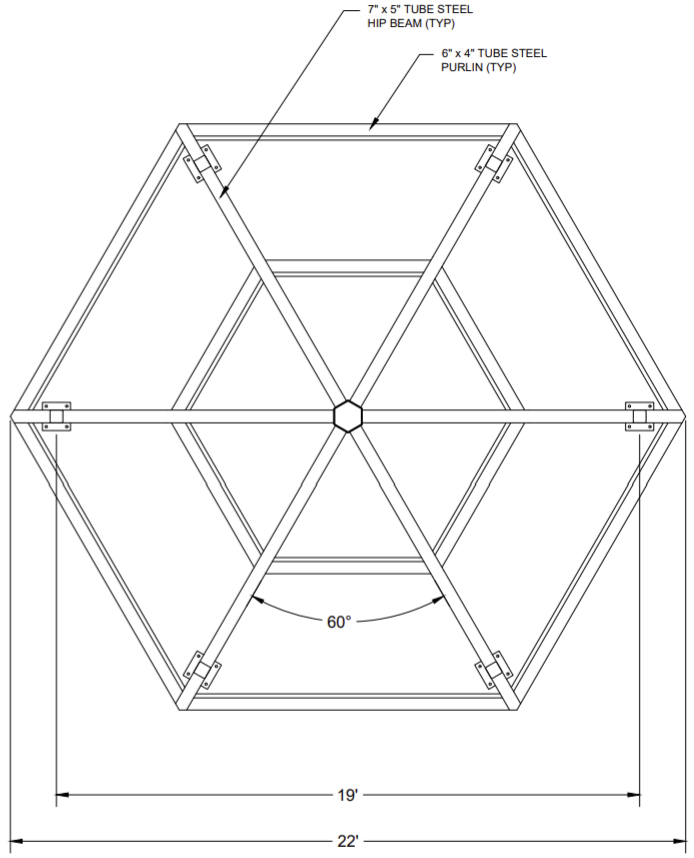
Foundation: All columns need to be anchored to concrete footings (footing design provided separately). Columns can be surface mounted to footings with anchor bolts at or below finish slab elevation or they can be embedded directly into the footing without base plates upon request. Anchor bolts and bracing templates are included. Optional base plate covers are available at an additional cost.

Hardware: All structural hardware and roofing fasteners shall be provided.

Warranty: 10 years against manufacturer defects.

Not Included: Concrete work of any kind, unloading of product and installation.





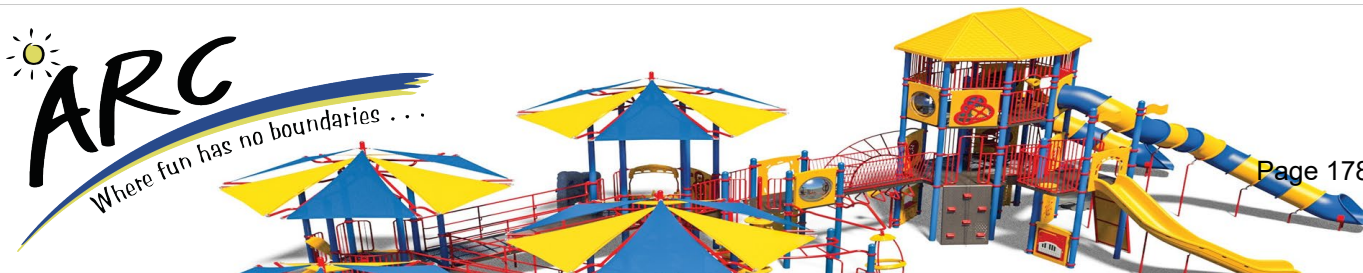
PRELIMINARY
NOT FOR CONSTRUCTION

© Copyright 2025 these drawings are the intellectual property of C.F.P. CO. and shall not be copied or disclosed to any unauthorized parties in part or its entirety without our written permission, and they shall not be used for construction unless approved by a C.F.P. Representative.

Thank you for allowing us the time to present
Advanced Recreational Concepts for your project.

For Any Clarification or Additional Information
Please Contact Us at:

866-957-2355
info@arcflorida.com
www.arcflorida.com



Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE BUILDING CONTRACTOR HEREIN IS CERTIFIED UNDER THE
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BICKHAM, PAUL

ADVANCED RECREATIONAL CONCEPTS, LLC
3127 SKYWAY CIRCLE 101
MELBOURNE FL 32934

LICENSE NUMBER: CBC1266810

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/14/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

CERTIFICATE
(For Corporation)

I HEREBY CERTIFY that a meeting of the Board of Directors of Advanced Recreational Concepts, a corporation under the laws of the State of FLORIDA held on 11.19., 2025, the following resolution was duly passed and adopted:

"RESOLVED, that Paul Bickham, as Owner of the Corporation, is hereby authorized to execute the Bid Form dated 11/19/, 2025, between the City of Lauderdale Lakes, Florida, and this Corporation, and that the execution thereof, attested by the Secretary of the Corporation and with corporate seal affixed, shall be the official act and deed of this Corporation".

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 19th day of November, 2025.

Secretary

STATE OF FLORIDA

COUNTY OF Brevard

Sworn to and subscribed before me by means of ☑ physical presence or ☐ online notarization on this 19 day of November, 2025 by Paul Bickham who ☑ is personally known to me or who ☐ has presented the following type of identification:

_____.

Shelby Louise Gemes
Signature of Notary Public, State of Florida

Shelby Louise Gemes
Notary seal (stamped in black ink)
OR
Printed, typed or stamped name of Notary and Commission Number

SHELBY LOUISE GEMES
MY COMMISSION # HH 199735
EXPIRES: March 11, 2026
Bonded Thru Notary Public Underwriters

CERTIFICATE
(For Corporation)

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SHELBY LOUISE GEMES
MY COMMISSION # HH 199735
EXPIRES: March 11, 2026
Bonded Thru Notary Public Underwriters

Not applicable

City of Lauderdale Lakes

FOREIGN (NON-FLORIDA) CORPORATION MUST COMPLETE THIS FORM

DEPARTMENT OF STATE CORPORATE CHARTER NO._____

If your corporation is exempt from the requirements of Section 607.1501, Florida Statutes, YOU MUST CHECK BELOW the reason(s) for the exemption. Please contact the Department of State, Division of Corporations at (850) 245-6051 for assistance with corporate registration or exemptions. 607.1501 Authority of foreign corporation to transact business required.

(1) A foreign corporation MAY NOT transact business in this STATE OF FLORIDA until it obtains a certificate of authority form the Department of State.

(2) The following activities, among others, do not constitute transacting business within the meaning of subsection one (1):

(a) Maintaining, defending, or settling any proceedings.

(b) Holding meetings of the board of directors or shareholders or carrying on other activities concerning internal corporate affairs.

(c) Maintaining bank accounts.

(d) Maintaining officers of agencies for the transfer, exchange, and registration of the corporation's own securities or maintaining trustees or depositories with respect to those securities.

(e) Selling through independent contractors.

(f) Soliciting or obtaining orders, whether by mail or through employees, agents or otherwise, if the orders

(g) Creating or acquiring indebtedness, mortgages, and security interests in real or personal property.

(h) Securing or collecting debts or enforcing mortgages and security interests in property securing the debts.

(i) Transacting business in interstate commerce.

(j) Conducting an isolated transaction that is completed within 30 days and that is not one in the course of repeated transactions of a like nature.

(k) Owning and controlling a subsidiary corporation incorporated in or transacting business within this state or voting the stock of any corporation which it has lawfully acquired.

(l) Owning a limited partnership interest in a limited partnership that is doing business within this state, unless such limited partner manages or controls the partnership or exercises the powers and duties of a general partner.

(m) Owning, without more, real or personal property.

The list of activities of subsection (2) is not exhaustive.

(3) This section has no application to the question of whether any foreign corporation is subject to service of process and suit in this state under any law of this state.

Please check one of the following if your firm in NOT a corporation:

(I) _____ Partnership, Joint Venture, Estate or Trust

(II) _____ Sole Proprieties of Self Employed

NOTE: This sheet MUST be enclosed with your bid if you claim an exemption or have checked I or II above, your firm will be considered a corporation and subject to all requirements listed herein.

_____ _____

Authorized Agent Signature Authorized Agent Printed Name/Title

City of Lauderdale Lakes
NON-COLLUSIVE AFFIDAVIT

STATE OF Florida

COUNTY OF Brevard

Paul Bickham being first duly sworn, deposes and says that:

PROPOSER is the Owner,
(Owner, Partner, Officer, Representative or Agent)

PROPOSER is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

Such Proposal is genuine and is not a collusive or sham Proposal;

Neither the said PROPOSER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other PROPOSER, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any PROPOSER, firm, or person to fix the price or prices in the attached Proposal or any other PROPOSER, or to fix any overhead, profit, or cost element of the Proposal Price or the Proposal Price of any other PROPOSER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Proposal are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the PROPOSER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

By Paul Bick

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization on this 19 day of November, 2025 by Paul Bickham who ☒ is personally known to me or who ☐ has presented the following type of identification:

_____.

Shelby Louise Gemes
Signature of Notary Public, State of Florida

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SHELBY LOUISE GEMES
MY COMMISSION # HH 199735
EXPIRES: March 11, 2026
Bonded Thru Notary Public Underwriters

City of Lauderdale Lakes

SIGNATURE PAGE

The undersigned attests to his (her, their) authority to submit this Submittal and to bind the firm(s) herein named to perform as per agreement. Further, by signature, the undersigned attests to the following:

1. The PROPOSER is financially solvent and sufficiently experienced and competent to perform all of the work required of the PROPOSER in the Contract;

2. The facts stated in the PROPOSER's response pursuant to Request for Submittals, instructions to PROPOSER and Specifications are true and correct in all respects;

3. The PROPOSER has read and complied with, and submits their proposal agreeing to all of the requirements, terms and conditions as set forth in the Request for Proposals.

4. The PROPOSER warrants all materials supplied by it are delivered to the CITY of Lauderdale Lakes, Florida, free from any security interest, and other lien, and that the PROPOSER is a lawful owner having the right to supply the same and will defend the conveyance to the CITY of Lauderdale Lakes, Florida, against all persons claiming the whole or any part thereof.

5. **PROPOSER understands that if a team is short listed and selected to make oral presentations to the selection committee and/or CITY, only the team members evaluated in the written submissions may present at the oral presentations. Any changes to the team at the oral presentations will result in that team's disqualification.**

6. The undersigned certifies that if the firm is selected by the CITY the firm will negotiate in good faith to establish an agreement.

7. PROPOSER understands that all information listed above may be checked by the City of Lauderdale Lakes and PROPOSER authorizes all entities or persons listed above to answer any and all questions. PROPOSER hereby indemnifies the City of Lauderdale Lakes and the persons and entitles listed above and holds them harmless from any claim arising from such authorization or the exercise thereof, including the dissemination of information pursuant thereto.

Submitted on this 19 day of November, 2025.

(If an individual, partnership, or non-incorporated organization)

Shelby Gemes
Witness

Shelby Gemes
Printed

Admin
Title

Advanced Recreational Concepts
Company

By

Paul Bickham / Owner
Printed Name, Title

(If a corporation, affix seal)

Company

By

Printed Name, Title

Attested by Secretary

Incorporated under the laws of the State of Florida.

City of Lauderdale Lakes

PUBLIC ENTITY CRIMES

SWORN STATEMENT PURSUANT TO SECTION 287.133(3) (a),

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to City of Lauderdale Lakes, Florida by Paul Bickham Owner (name and title of individual) For

Advanced Recreational Concepts (name of entity) whose business address is

3127 Skyway Cir Ste 101 Melbourne, FL 32934

and (if applicable) its Federal Employer Identification Number (FEIN) is 20-0520823 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:_____.

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), Florida Statues, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or no lo contendre.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1) (e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies]

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity,

nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

By _____

STATE OF FLORIDA

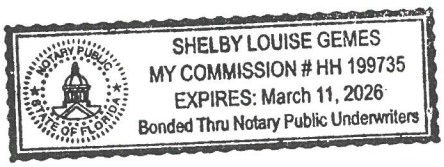
COUNTY OF Brevard

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization on this 19 day of Nov, 2025 by Paul Bicknam who ☒ is personally known to me or who ☐ has presented the following type of identification:

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Shelby Louise Gemes
Signature of Notary Public, State of Florida

Shelby Louise Gemes
Notary seal (stamped in black ink)
OR
Printed, typed or stamped name of Notary and Commission Number



City of Lauderdale Lakes

CRIMINAL BACKGROUND SCREENING

CONTRACT TITLE: Otis Gray Pavillion

CONTRACTOR'S NAME Advanced Recreational Concepts

Date: 11.19.2025

By signing this form, I am swearing or affirming that all individuals providing services to CITY or BIDDER under the Agreement on CITY facilities have been background-screened in accordance with the background screening requirements set forth in the Bid Documents and each has been deemed eligible by CONTRACTOR or BIDDER to provide services as described in the CONTRACT. The information contained in this Affidavit is up to date as of the date this Affidavit is furnished to CITY's Contract Administrator per the requirements of the CONTRACT.

All individuals providing services to CITY under the CONTRACT on CITY facilities are listed below under categories 1 and 2 below. Each individual shall be identified by name, birth date and date deemed eligible and shall fall into one (1) of the following categories:

1. Previously screened and deemed eligible. (Insert list of individuals)
2. New Individuals screened and deemed eligible. (Insert list of individuals)
3. Individuals no longer providing services for Contractor/BIDDER on CITY facilities under the CONTRACT. (Insert list of individuals)

Signature of Affiant STATE OF FLORIDA)

COUNTY OF Brevard

Sworn to and subscribed before me this 19 day of November, 2025.

3/11/2026
My commission expires

Shelby Louise Gemes
Signature Notary Public, State of Florida

My signature, as Notary Public, verifies the Affiant's identification has been validated by Personally Known.

SHELBY LOUISE GEMES
MY COMMISSION # HH 199735
EXPIRES: March 11, 2026
Bonded Thru Notary Public Underwriters

Brown & Brown INSURANCE®

Brown & Brown of Florida, Inc.
P.O. Box 2412
Daytona Beach, FL 32115-2412
P: (800) 877-2769
bbinsurance.com

July,7th 2025

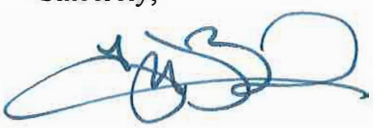
RE: Advanced Recreational Concepts, LLC

To Whom It May Concern:

We have the pleasure of handling the contract bonds for this excellent account. Merchants Bonding Company is the current surety. They are A.M. Best Rated A, VIII with a Treasury Limit in excess of $15 million. Merchants Bonding Company is favorable to supporting single projects in the range of $1,000,000 with an aggregate program of $2,000,000.

Please note that the decision to issue a bond is a matter Advanced Recreational Concepts, LLC and Merchants Bonding Company and will be subject to their standard underwriting at the time of the final bond request, which will include but not be limited to the acceptability of the contract documents, bond forms and financing. We assume no liability to third parties or to you if for any reason they do not execute said bonds.

Sincerely,



Tyler D. DeBord, AFSB, CPCU
Senior Vice President, Surety Practice Leader

Brown & Brown INSURANCE®

Brown & Brown of Florida, Inc.
P.O. Box 2412
Daytona Beach, FL 32115-2412
P: (800) 877-2769
bbinsurance.com

July 7, 2020

RE: Play Space Services, Inc.

To Whom It May Concern:

We have the pleasure of handling the contract bonds for this excellent account. Merchants Bonding Company is the current surety. They are A.M. Best Rated A, VIII with a Treasury Limit in excess of $15 million. Merchants Bonding Company is favorable to supporting single projects in the range of $1,000,000 with an aggregate program of $2,000,000.

Please note that the decision to issue a bond is a matter Play Space Services, Inc. and Merchants Bonding Company and will be subject to their standard underwriting at the time of the final bond request, which will include but not be limited to the acceptability of the contract documents, bond forms and financing. We assume no liability to third parties or to you if for any reason they do not execute said bonds.

Sincerely,

Tyler D. DeBord, AFSB, CPCU
Senior Vice President, Surety Practice Leader

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Daytona Beach, FL 32115-2412
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July,7th 2025

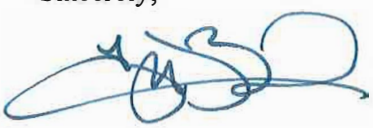
RE: Advanced Recreational Concepts, LLC

To Whom It May Concern:

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Sincerely,



Tyler D. DeBord, AFSB, CPCU
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July 7, 2020

RE: Play Space Services, Inc.

To Whom It May Concern:

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Please note that the decision to issue a bond is a matter Play Space Services, Inc. and Merchants Bonding Company and will be subject to their standard underwriting at the time of the final bond request, which will include but not be limited to the acceptability of the contract documents, bond forms and financing. We assume no liability to third parties or to you if for any reason they do not execute said bonds.

Sincerely,

Tyler D. DeBord, AFSB, CPCU
Senior Vice President, Surety Practice Leader

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/17/2025

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

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

PRODUCER	CONTACT NAME: Denise Jarrin	
Tom Collins Insurance Agency, Inc. 1555 Indian River Blvd, Suite 130 Vero Beach, FL 32960	PHONE (A/C, No, Ext): (772)778-9222	FAX (A/C, No): (772)778-9255
	E-MAIL ADDRESS: d.jarrin@tomcollinsinsurance.com	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Play Space Services, Inc. Advanced Recreational Concepts LLC. 3127 Skyway Circle Ste #101 Melbourne, FL 32934	INSURER A : Kinsale Insurance Company	38920
	INSURER B : Hartford Accident & Indemnity Company	22357
	INSURER C : Associated Industries Insurance Company	23140
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER: 99002176-10849699** **REVISION NUMBER: 173**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	X COMMERCIAL GENERAL LIABILITY			0100280432-1	01/27/2025	01/27/2026	EACH OCCURRENCE	$	1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$	100,000
	X XCU						MED EXP (Any one person)	$	Excluded
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$	1,000,000
	POLICY X PRO-JECT LOC						GENERAL AGGREGATE	$	2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	$	2,000,000
								$	
B	AUTOMOBILE LIABILITY			21 UEC HV7562	02/03/2025	02/03/2026	COMBINED SINGLE LIMIT (Ea accident)	$	1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$	
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$	
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$	
								$	
A	UMBRELLA LIAB X OCCUR			0100280457-1	01/27/2025	01/27/2026	EACH OCCURRENCE	$	5,000,000
	X EXCESS LIAB CLAIMS-MADE						AGGREGATE	$	5,000,000
	DED RETENTION $							$	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N	N / A		AWC1215204	03/07/2025	03/07/2026	X PER STATUTE / OTH-ER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N (Mandatory in NH)						E.L. EACH ACCIDENT	$	1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$	1,000,000
							E.L. DISEASE - POLICY LIMIT	$	1,000,000

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

CERTIFICATE HOLDER

Client Copy

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

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2024 - 2025

BREVARD COUNTY BUSINESS TAX RECEIPT
SUBJECT TO COUNTY ZONING RESTRICTIONS
TAX RECEIPT SHOULD BE DISPLAYED ON PREMISES

ACCOUNT NO.
187873

THE PERSON(S), OR ENTITY BELOW:
ADVANCED RECREATIONAL CONCEPTS LLC
3127 SKYWAY CIR STE 101
MELBOURNE, FL 32934

BUSINESS PERIOD: **October 01, 2024 - September 30, 2025**
EXPIRES: **SEPTEMBER 30, 2025**

ISSUED PURSUANT AND SUBJECT TO FLORIDA STATUTES AND BREVARD COUNTY CODE ISSUANCE DOES NOT CERTIFY COMPLIANCE WITH ZONING OR OTHER LAWS.
BUSINESS TAX RECEIPT IS SUBJECT TO REVOCATION FOR ZONING VIOLATIONS, AND / OR FAILURE TO MAINTAIN REGULATORY PRE-REQUISITES AS REQUIRED FOR BUSINESS CLASSIFICATION(S), OR SUBSEQUENT ACTIVITIES. NOTIFY TAX COLLECTOR UPON CLOSING OF BUSINESS.
A PERMIT IS REQUIRED TO ADVERTISE (Including with signage) "GOING OUT OF BUSINESS".

DBA

LISA CULLEN, CFC, Brevard County Tax Collector
P O Box 2500, Titusville, Florida 32781-2500
(321)264-6969 or (321)633-2199

LOCATION:
3127 SKYWAY CIR STE 101
MELBOURNE, FL 32934

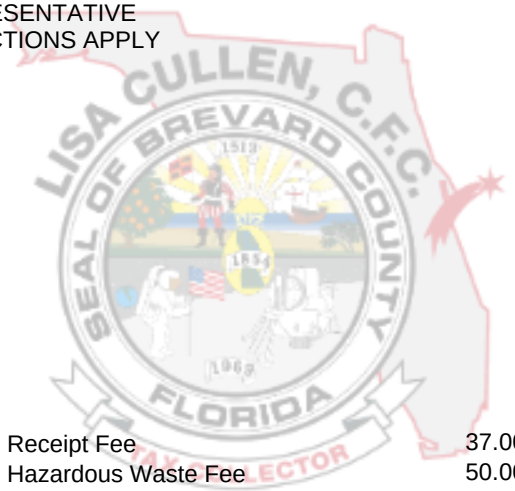
UPON A CHANGE OF OWNERSHIP OR LOCATION,
BUSINESS TAX RECEIPT SHOULD BE TRANSFERRED WITHIN 30 DAYS.

OWNED BY:
ADVANCED RECREATIONAL CONCEPTS LLC

BUSINESS CLASSIFICATIONS, DISCLAIMERS, AND RELATED FEES:

EXEMPTIONS: 0.00

820005	RECEIPT AMT
590501	HAZ WASTE GEN. SURCHARGE
300050	BUILDING CONTR. -CERTIFIED
470160	CONSULTING SERVICE
530101	SALES REPRESENTATIVE
600	CITY RESTRICTIONS APPLY



Receipt Fee	37.00
Hazardous Waste Fee	50.00
Zoning Application Fee	0.00
Building Occupancy Review Fee	0.00
Fire Prevention Fee	0.00
Late Penalty	0.00
NSF Fee	0.00
Transfer Fee	0.00

Paid 000-24-00325620 07/17/2024 87.00

MAIN OFFICE: 400 South St., 6th Floor, Titusville, FL 32780

BRANCH OFFICES: Merritt Island Office, 1605 N. Courtenay Pkwy
Melbourne Office, 1515 Sarno Road
Palm Bay Office, 450 Cogan Dr. SE
Titusville Office, 800 Park Ave.
Indian Harbour Beach Office, 240 E. Eau Gallie Blvd.
Viera Office, 2725 Judge Fran Jamieson Way, #A108, Viera, FL 32940

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

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

BICKHAM, PAUL

ADVANCED RECREATIONAL CONCEPTS, LLC
3127 SKYWAY CIRCLE 101
MELBOURNE FL 32934

LICENSE NUMBER: CBC1266810

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/14/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

STATEMENT OF SUPPORT

NON-RESPONSIVE VENDOR/S

The Preliminary Tabulation for RFP 26-6310-09R Otis Gray Pavilion Replacement, yielded the following vendors.

#	VENDOR	BID AMOUNT	LOCATION
1	Bliss Products & Services, Inc.	$155,565.59	Lithia Springs, GA 30122
2	Khan Builders, Inc.	$158,724.00	Miramar, FL 33025
3	Advanced Recreational Concepts	$189,826.00	Melbourne, FL 32934
4	DBTECH, Inc.	$217,948.74	Miami, FL 33179
5	Concord Technologies, Inc.	$296,000.00	Pembroke Pines, FL 33024

The following vendors were found non-responsive:

#	Firm	Note
1	Bliss Products & Services, Inc	Did not provide Financial statement and current workload
2	Concord Technologies, Inc.	Did not provide Financial statement and current workload

.

		EVALUATION COMMITTEE MEMBER 1			EVALUATION COMMITTEE MEMBER 2			EVALUATION COMMITTEE MEMBER 3		
VENDOR NAME		**Advanced Recreational Concepts**	**DBTECH, Inc.**	**Khan Builders, Inc.**	**Advanced Recreational Concepts**	**DBTECH, Inc.**	**Khan Builders, Inc.**	**Advanced Recreational Concepts**	**DBTECH, Inc.**	**Khan Builders, Inc.**
Category	**Max Points**	**Score**	**Score**	**Score**	**Score**	**Score**	**Score**	**Score**	**Score**	**Score**
Project Understanding & Technical Approach	**30**	30	25	30	28	8	27	27	15	25
Price	**25**	20.9	18.21	25	20.9	18.21	25	20.9	18.21	25
Project Team Qualification & Experienece	**20**	20	5	10	20	10	15	20	5	15
Proposal Timeline	**20**	20	15	20	17	3	15	17	5	19
Location	**5**	1	3	4	1	3	4	1	3	4
Total Score	**100**	**91.9**	**66.21**	**89**	**86.9**	**42.21**	**86**	**85.9**	**46.21**	**88**

	Max Points	**Points Awarded**	**#**
Advanced Recreational Concepts	300	**264.70**	**1**
Khan Builders, Inc.	300	**263.00**	**2**
DBTECH, Inc.	300	**154.63**	**3**

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes Contract Requirement: Yes

Title

DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO AWARD A CONTRACT FUNDED BY THE RESILIENCE GRANT (FDEP AGREEMENT# 22FRP22) TO THE LOWEST, RESPONSIBLE, RESPONSIVE VENDOR FOR CITYWIDE DRAINAGE IMPROVEMENTS PROJECT ALONG NW 39TH STREET FROM NW 31ST AVENUE TO NW 29TH AVENUE IN AN AMOUNT TOTALING EIGHTY FIVE THOUSAND DOLLARS ($85,000.00) PLUS A GENERAL CONTINGENCY WHICH WILL BE 10% OF THE CONSTRUCTION COST

Summary

This is a discussion regarding awarding a contract funded by the Resilience Grant (FDEP Agreement# 22FRP22) to the Lowest, Responsible, Responsive vendor following a solicitation on the City's OpenGov platform ITB26-6310-19B Citywide Drainage Improvements Project along NW 39th Street from NW 31st Avenue to NW 29th Avenue. The awarded amount is inclusive of a utility adjustment and a permitting contingency totaling $85,000.00 plus a general contingency which will be 10% of the construction cost.

Staff Recommendation

Background:

In an effort to enhance the city's drainage systems, the City of Lauderdale Lakes issued a solicitation for a Citywide Drainage Improvements Project along NW 39th Street from NW 31st Avenue to NW 29th Avenue which includes installation of a new drainage system, along with the repair and/or replacement of the roadway drainage system including the swale improvements throughout the project area as shown on the plans provided to vendors during the solicitation period for ITB26-6310-19B.

The scope of the project consists of the installation of approximately 1,350 linear feet of exfiltration trench drain with 24" perforated HDPE drainage pipe, 18" and 15" solid pipes on the roadway crossings. The scope includes installation of the drainage system according to the approved drainage plans and specifications.

All construction for this project is required to end *no later than* April 30th, 2026, at which time all work must be fully completed. No renewal terms are associated with this agreement. Any extension of time beyond the stated completion date shall require prior written approval from the City and will be granted only under circumstances deemed justified and in the best interest of the City.

The solicitation summary is as follows:

Advertised on the city's OpenGov Platform on.. December 15, 2025 5:00 PM
All bids were due on……January 9, 2026, 11:00 AM
Vendors Notified……..…16,410
Legal Ads posted in the Sun Sentinel Papers…November 18, 20 and 23, 2025
Downloaders…..……..…TBA
Submissions……TBA

The submissions received will be reviewed for compliance and staff will provide a recommendation at a subsequent meeting.

Recommended Action: City staff is recommending award of this contract in accordance with the City's Procurement Code, Section 82-356(A)(1) of the Lauderdale lakes procurement code which allows Competitive sealed bidding

Funding Source:

Resilient Florida Grant Program funded by the Florida Division of Environmental Protection (FDEP)

Fiscal Impact:
Not available at the time of this publication
Sponsor Name/Department: Maqsood M. Nasir, Director of Engineering Services, Aazam Piprawala, Procurement Administrator
Meeting Date: 1/12/2026

ATTACHMENTS:

	Description	Type
🗋	ITB26-6310-19B	Backup Material
🗋	SLRF Requirements - Resilient FL	Backup Material
🗋	Construction Plans	Backup Material
🗋	C9 PLANS	Backup Material
🗋	Survey	Backup Material

INVITATION TO BID

CITYWIDE DRAINAGE IMPROVEMENTS

ITB NO.: ITB26-6310-14B

CITY OF LAUDERDALE LAKES
Financial Services Department
4300 NW 36th Street
Lauderdale Lakes, FL 33319
Phone: (954) 535-2700
Fax: (954) 535-1892
Email: purchasing@lauderdalelakes.org

ALL PROPOSALS WILL BE RECEIVED VIA THE CITY'S ePROCUREMENT PORTAL AT: https://procurement.opengov.com/portal/lauderdalelakes

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Attachments:

A - SLRF Requirements - Resilient FL

B - Drainage Plans

C - Technical Specifications

BB - Performance Bond

CC - Sample Construction Agreement

DD - Standard General Conditions of the Construction Contract

EE - Change Order Form

FF - Daily Construction Report

GG - Final Waiver, Receipt, and Release of Lien

HH - Certificate of Substantial Completion

II - Application and Certification for Payment

SOLICITATION INFORMATION

Solicitation Title: Citywide Drainage Improvements

Purpose/Description:

The City of Lauderdale Lakes is seeking qualified, experienced, and licensed firm(s) to provide Citywide Drainage Improvements in accordance with the terms, conditions and specifications contained in this Invitation To Bid (ITB). Bids will be due via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes on or before **11:00 am at Friday, December 5, 2025**. Late Bids will not be accepted.

Bid Published:	November 14, 2025
Pre-Bid Conference (Non-Mandatory):	November 21, 2025, 11:00am Lauderdale Lakes City Hall 4300 NW 36th Street Lauderdale Lakes, FL 33319 Gereffi Room, 2nd Floor
Deadline for Questions:	November 25, 2025, 12:00am
ITB Close Date/Bids Due:	December 5, 2025, 11:00am
Anticipated Award Date:	December 23, 2025

Note:
*The City of Lauderdale Lakes reserves the right to delay and/or change the date for the Anticipated Award Date.

Point of Contact: Requests for Information related to this solicitation must be directed to:

Mr. Aazam Piprawala
Procurement Administrator

Please submit all written questions via the City's eProcurement portal at
https://procurement.opengov.com/portal/lauderdalelakes.

Questions will only be accepted via the City's eProcurement portal.

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INVITATION TO BID (ITB)

The City of Lauderdale Lakes, Florida, hereinafter referred to as the "CITY", is hereby soliciting bids from qualified Contractors to provide **Citywide Drainage Improvements** in accordance with the terms and conditions and specifications contained in this **Invitation To Bid (ITB) No. ITB26-6310-14B.** Bids are to be submitted via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes **until 11:00 am Local Time, on Friday, December 5, 2025**, at which time this ITB will be publicly declared closed.

Please submit Proposals electronically via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Hard copies of the bids or proposals are no longer accepted.

Solicitation documents shall be obtained via the eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Bidders who obtain solicitation documents from other sources than https://procurement.opengov.com/portal/lauderdalelakes are cautioned that the solicitation package may be incomplete. Furthermore, all addenda will be posted and disseminated via the portal. **Deadline for Receipt of Proposals: Friday, December 5, 2025 at 11:00 am.**

Pre-Bid Conference: A Non-Mandatory pre-bid conference has been scheduled.

Electronic Proposal Openings. Please be advised that effective immediately, and until further notice, all Invitation to Bids, Request For Proposals, Request For Qualifications, and other solicitations led by the City of Lauderdale Lakes will be opened electronically via the eProcurement portal at the date and time indicated on the solicitation. All openings will be held on the https://procurement.opengov.com/portal/lauderdalelakes platform. The opening may be viewed in real time through a "Zoom Meeting" or similar type platform.

Bid Opening ITB26-6310-14B Citywide Drainage Improvements. Friday, December 5, 2025, 11:00 am (America/New_York)

Topic: ITB26-6310-14B Citywide Drainage Improvements Bid Opening
Time: Dec 5, 2025 11:00 AM Eastern Time (US and Canada)
Join Zoom Meeting
https://us06web.zoom.us/j/83505281577?pwd=I2raAYuIaacfdn4rmDzZAYemKkJgak.1

Meeting ID: 835 0528 1577
Passcode: 997960

One tap mobile
+13052241968,,83505281577# US
+16465588656,,83505281577# US (New York)

Join instructions
https://us06web.zoom.us/meetings/83505281577/invitations?signature=zjBaiFw0PE1uCYPuITWP2EapPmUL-PRVgfDAunrBOLk

Bonding Requirements. This project requires a Bid Bond of 5% of the Bid amount. In addition, a Performance and Payment Bond at 100% of the contract amount is required.

Include a five percent (5%) Bid Bond. Failure to provide a Bid guarantee will result in automatic rejection of your Bid. All required Bonds must be submitted on the CITY'S Bond forms, included in this document. (Failure to properly complete and sign this document shall cause the Bid submittal to be rejected as non-responsive.) Please see the Vendor Questionnaire section for where to upload the Bid Bond documents. **As per section 5.1.2 of our Standard General Conditions, the Bond shall be payable to the CITY, and be at the sole cost of the CONTRACTOR.**

Cost of Bond is non-reimbursable.

Acceptance and Rejections: The City of Lauderdale Lakes, Florida, reserves the right to reject any and all bids, waive informalities, re-advertise and award the Contract in its best interest.

Prohibition Against Lobbying: Please be advised that this solicitation is subject to the City of Lauderdale Lakes' Purchasing Code Section 82-366, Ethics in Public Contracting, prohibiting communication related to this solicitation except with the designated representative during the formal solicitation process.

City of Lauderdale Lakes, Florida

By: 

Mr. Aazam Piprawala, CERT SCM.

Procurement Administrator, Financial Services

Advertisement Dates: November 18th, 2025 / November 20th, 2025 / November 23rd, 2025

SCOPE OF SERVICES

Scope of Services

The City of Lauderdale Lakes Citywide Drainage Improvements Project (Project) includes installation of a new drainage system, along with the repair and/or replacement of the roadway drainage system including the swale improvements throughout the project area as shown on the plan.

The scope of the project consists of the installation of approximately 1,350 linear feet of exfiltration trench drain with 24” perforated HDPE drainage pipe, 18” and 15” solid pipes on the roadway crossings. The scope includes installation of the drainage system according to the approved drainage plans and specifications. The scope also includes regrading of the swale area for positive towards the inlets. The project location is shown on the plan.

Improvements include: drainage installation and roadway reconstruction as needed. The City of Lauderdale Lakes, Florida is seeking a General Contractor to provide construction services for the NW 39th Street Drainage Improvements Project per the attached plans and technical specifications.

Project Location

The project location extends along NW 39th Street, from NW 39th Avenue to NW 33rd Avenue within the City of Lauderdale Lakes.

Please Note: All construction for this project is required to end *no later than* April 30th, 2026.

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GENERAL CONDITIONS

Please reference the ATTACHMENTS for the Definitions and Standard General Conditions of the Construction Contract.

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TERM OF CONTRACT

The City intends to award a one-time service contract for the Citywide Drainage Improvements Project. The ***anticipated*** commencement of the project is **January 2026**. The contract shall commence upon final execution by the City and shall remain in effect through **April 30, 2026**, at which time all work must be fully completed. No renewal terms are associated with this agreement. Any extension of time beyond the stated completion date shall require prior written approval from the City and will be granted only under circumstances deemed justified and in the best interest of the City.

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INQUIRIES/AVAILABILITY

Inquiries concerning Proposal Submittals should be submitted via the eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes.

Solicitation documents shall be downloaded from the eProcurement portal at: https://procurement.opengov.com/portal/lauderdalelakes.

CONTACT WITH PERSONNEL OF THE CITY OF LAUDERDALE LAKES OTHER THAN THE DESIGNATED REPRESENTATIVE REGARDING THIS REQUEST FOR PROPOSALS MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.

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SUBMITTAL INFORMATION: How, When & Where

Responses MUST be submitted electronically via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Vendor guides on how to register and submit responses can be found here: https://opengov.my.site.com/support/s/article/ca6d1285-1e48-4a21-bb0d-715edb7794ed. You must be a planholder in order to submit a response. Responses received electronically will remain sealed or unopened until the request for proposal is declared closed.

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WAIVERS

The CITY in its sole discretion, reserves the right to reject any and all proposals, accept any proposal or any combination of proposals or waive any minor irregularity or technicality in proposals received and may, at its sole discretion, request a re-proposal, when in its sole judgment, it will best serve public interest.

The rest of this page is intentionally left blank.

INSURANCE REQUIREMENTS

A. The PROPOSER shall not commence work under this Contract until it has obtained all Insurance required under this paragraph and such insurance has been approved by the CITY.

B. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The PROPOSER shall furnish Certificates of Insurance to the CITY's representative prior to the commencement of operations. The Certificates shall clearly indicate that the PROPOSER has obtained insurance of the type, amount, and classification as required for strict compliance with this paragraph and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the CITY's representative. Compliance with the foregoing requirements shall not relieve the PROPOSER of its liability and obligations under this Contract.

C. The PROPOSER shall maintain during the term of this Contract, standard Professional Liability Insurance in the minimum of $1,000,000 per occurrence for Errors and Omissions.

D. The PROPOSER shall maintain, during the life of this Contract, Comprehensive General Liability Insurance in the amount of $1,000,000 per occurrence to protect the PROPOSER from claims for damages for bodily and personal injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the PROPOSER or by anyone directly employed by or contracting with the PROPOSER.

E. The PROPOSER shall maintain, during the life of this Contract, Comprehensive Automobile Liability insurance in the minimum amount of $1,000,000 combined single limit for bodily injury and property damage liability to protect the PROPOSER from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use or maintenance of owned and non-owned automobiles, including rented automobiles whether such operations be by the PROPOSER or by anyone directly or indirectly employed by the PROPOSER.

F. The PROPOSER shall maintain, during the life of this Contract, adequate Workers' Compensation Insurance and Employer's Liability Insurance in at least such amounts as are required by law for all of its employees per Florida Statute 440.02.
Exceptions: Workers' Compensation Insurance will not be required if the individuals performing the work are a corporation officer, sole proprietor, or partner. In such case, the firm shall provide copies of their waivers as provided by Florida Statutes 440.055.

G. All insurance, other than Professional Liability and Workers' Compensation, to be maintained by the PROPOSER shall specifically include the City of Lauderdale Lakes as "Additional Insured" and shall unequivocally provide thirty (30) days written notice to the CITY prior to any adverse changes, cancellation or non-renewal of coverage thereunder.

H. Required insurance shall support PROPOSER's indemnity set forth in the Contract and shall unequivocally provide thirty (30) days written notice to the CITY prior to any adverse change, cancellation or non-renewal of coverage there under. Said liability insurance must be acceptable to and approved by the CITY as to form and types of coverage. In the event that the statutory liability of the CITY is amended during the term of this Contract to exceed the above limits, the PROPOSER shall be required, upon thirty (30) days written notice by the CITY, to provide coverage at least equal to the amended statutory limit of liability of the CITY.

I. It shall be the responsibility of the PROPOSER to ensure that all Sub Proposers comply with the same insurance requirements referenced above.

J. Compliance with the foregoing requirements shall not relieve the Successful PROPOSER of its liability and obligation under this section or under any other section if this section or under any other section of the Contract.

K. Issuance of a contract is contingent upon receipt of the insurance documents within five (5) business days after a Notification of Tentative Award is issued to the PROPOSER by an authorized official of the CITY. If the insurance certificate is received within the specific time frame, but not in the manner prescribed in this Section, the Successful PROPOSER shall be verbally notified of such deficiency and shall have an additional five (5) calendar days to submit a corrected certificate to the CITY. If the Successful Proposer fails to submit the required insurance documents in the manner prescribed in this Agreement within five (5) business days after the Notification Of Tentative Award the Successful PROPOSER shall be in default of the terms and conditions and the any proposed Contract shall deemed terminated immediately. Under these circumstances, the Successful PROPOSER may be prohibited from submitting future Proposals to the CITY for a period of twelve (12) months.

L. Successful PROPOSER shall be responsible for assuring that the insurance certificate required in conjunction with this Section remain in force for the duration of the period of performance for any contractual agreement(s) resulting from this solicitation. If insurance certificates are scheduled to expire during the term hereof, the Successful PROPOSER shall be responsible for submitting new or renewed insurance certificates to the CITY at a minimum of thirty (30) calendar days in advance of such expiration. In the event that expired certificates are not replaced with new or renewed certificates which cover the term hereof, the CITY shall suspend the Contract until such time as the new or renewed certificates are received by the CITY in a manner prescribed in this Section; provided however, that this suspension period does not exceed thirty (30) days, the CITY may at its sole discretion, terminate the Contract and seek re-Purchasing charges from the Successful PROPOSER.

M. In the judgment of the CITY, prevailing conditions warrant the provision by Successful PROPOSER of additional liability insurance coverage or coverage which is different in kind, the CITY reserves the right to require the provision by Successful PROPOSER of an amount of coverage different from the amounts or kind previously required and shall afford written notice of such change in requirements thirty (30) days prior to the date on which the requirements shall take effect. Should the Successful PROPOSER fail or refuse to satisfy the requirement of changed coverage within thirty (30) days following the CITY's written notice, the CITY, at its sole option, may terminate the Contract upon written notice to the PROPOSER, said termination taking effect on the date that the required change in policy coverage would otherwise take effect.

N. An original or certified sample copy of the signed Certificate or Certificates of Insurance, evidencing that required insurance coverage(s) has been procured by PROPOSER in the types and amount(s) required hereunder, shall be included with the Proposal response.

O. After award, except as to Worker's Compensation and Employer's Liability, said Certificate(s) shall clearly state that coverage required by the Contract has been endorsed to include the City of Lauderdale Lakes, a political subdivision of the State of Florida, its officers, agents and employees as Additional Insured.

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BID SCHEDULE

Line Item	Description	Quantity	Units	Unit Cost	Total
1	MOBILIZATION	1	LS		
2	PROJECT SIGN	2	EA		
3	CONSTRUCTON VIDEOS AND PHOTOGRAPHS (PRE AND POST)	1	LS		
4	MAINTENANCE OF TRAFFIC	1	LS		
5	CLEARING & GRUBBING	1	LS		
6	DUST CONTROL	1	LS		
7	INLET PROTECTION SYSTEM	1	LS		
8	MILLING (1" AVG. DEPTH)	6,900	SY		
9	PAVEMENT (TYPE SP STRUCTURAL COURSE SP-9.5, 1" DEPTH)	375	TON		
10	SUBBASE (STABILIZATION)	733	SY		
11	BASE	733	SY		
12	DITCH BOTTOM INLET (5' DIA), W/ CONCRETE APRON	16	EA		
13	MANHOLE ((5' DIA)	2	EA		
14	CONFLICT STRUCTURE - MANHOLE (4' DIA)	3	EA		
15	CONNECT EXISTING STORMWATER PIPE	2	EA		
16	24" FRENCH DRAIN PERFORATED HDPE	1,350	LF		
17	18" STORM SEWER PIPE (HDPE)	415	LF		
18	15" STORM SEWER PIPE (HDPE)	485	LF		
19	GRADE SWALE & SHOULDER AND PERFORMANCE TURF-SOD	4,479	SY		

Line Item	Description	Quantity	Units	Unit Cost	Total
20	REMOVE AND DISPOSE OF EXISTING SIDEWALK	10	SY		
21	CONCRETE SIDEWALK (4" THICK)	120	SY		
22	RETRO-REFLECTIVE PAVEMENT MARKERS (RPM'S) BLUE	10	EA		
25	PAINTED PAVEMENT MARKINGS, STD, WHITE, SOLID, 6"	3,600	LF		
26	PAINTED PAVEMENT MARKINGS, STD, WHITE, SOLID, 24"	216	LF		
27	THERMOPLASTIC, STD, WHITE, SOLID, 6"	3,600	LF		
28	THERMOPLASTIC, STD, WHITE, SOLID, 24"	222	LF		
TOTAL					

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
29	UTILITY ADJUSTMENTS CONTIGENCY	1	LS	$35,000.00	
30	PERMITTING CONTIGENCY	1	LS	$45,000.00	
31	CONTINGENCY	1	LS	$50,000.00	
TOTAL					

SUBMITTAL PACKAGE

Complete the following information exactly as shown including numbering and tabbing sections. This information is vital for the CITY to rate your firm, as your evaluation and ranking will be based on the information supplied below along with any other information required by the CITY. The detailed proposal should follow the tabs outlined as set forth below as Tabs1 thru 7.

TAB #1 Insert Submittal Checklist and Contractor's Qualification Statement (Attachment "A")

TAB #2 Statement of Capabilities:
Provide a statement summarizing in a brief and concise manner to the CONTRACTOR's understanding of the work to be performed, and the commitment to perform the work. Also, include why the vendor believes themselves to be best qualified to perform the services, and that the proposal shall remain in effect for ninety (90) days. In conclusion, an authorized agent of the firm indicating their title or authority must sign attesting to this statement.

TAB #3 Key Personnel/Project Management Team:
Submit an outline of the elements and organizational structure of the team established to manage the project. This is to include the administrative operation and key personnel and their area of responsibility.
Also, describe the Contractor's approach to organizational management and the responsibilities of Contractor's management and staff personnel that will perform work for this contract; describe the methodology employed to ensure prompt service, customer satisfaction, prompt complaint resolution, effective employee performance and training. Please explain any differences or challenges you may have encountered with any client, and the method(s) you employed to overcome them.

TAB #4 Specific Related Experience of the Firm:
Contractors should state the experience of the firm in providing new City Hall (or similar municipal facility) planning, design, and/or construction services during the past three (3) to five (5) years. Include the Client Reference Listing in this section.

TAB #5 Current Workload:
List, for the CONTRACTOR and all major subcontractor's and/or partners firms (list separately):

- Each project currently under contract
- Contract period and duration
- List number of staff assigned

TAB #6 Bid Schedule:
Please provide you Bid Schedule.

TAB #7 Attachments:
Please submit and execute all required attached, as per the Checklist/Vendor Questionnaire.

CHECKLIST/VENDOR QUESTIONNAIRE

Bid Package*
Please upload your bid package here

*Response required

BIDDER'S QUALIFICATIONS STATEMENT
BIDDER shall furnish the following information. Failure to comply with this requirement will render the Bid non-responsive and may cause its rejection. Additional sheets shall be attached as required.

Authorized Representative:*
Please enter the name, title, phone and email of the authorized representative submitting this proposal.

*Response required

Number of years as a Contractor in this type of work:*
*Response required

Names and titles of all officers, partners or individuals doing business under trade name:*
*Response required

The business is a:*
IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE.

☐ Sole Proprietorship
☐ Partnership
☐ Corporation
*Response required

If a Partnership, please complete and upload the attached certificate
Please download the below documents, complete, and upload.

- Certificate_for_Partnership...

If a Corporation, please complete and upload the attached certificate
Please download the below documents, complete, and upload.

- Certificate_for_Corporation...

If a Foreign (Non-Florida) Corporation, please complete and upload the attached document
Please download the below documents, complete, and upload.

- Foreign_(Non-Florida)_Corpo...

Name, address, and telephone number of Surety Company and agent who will provide the required bonds on this contract:*
*Response required

What is the last project of this nature that you have completed? Include the project value.*
*Response required

Have you ever failed to complete work awarded to you?*
☐ Yes
☐ No

*Response required

When equals "Yes"

If so, when, where, and why?*
*Response required

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?*
☐ Yes
☐ No

*Response required

List CM's or GC's your company has worked for within the past three years.*
Please include the Contact Person's name, phone and email

*Response required

List three SIGNIFICANT PROJECTS completed within the past five years.*
Please include the project name, location, date completed, contract $ amount, contracting Agency/Owner, and the contact person's name, phone and email

*Response required

List the pertinent experience of the key individuals of your organization (attach a sheet below, if necessary).*
*Response required

Experience of Key Individuals attachment (optional upload)

State the name and licensing of the individual who will have personal supervision of the Work.*
*Response required

What equipment do you own that is available for the Work? (Attach additional sheets as necessary)*
*Response required

Equipment (optional upload)

What equipment will you purchase for the proposed Work?*
*Response required

What equipment will you rent for the proposed Work?*
*Response required

Please attach certificate of status, competency, and/or state registration.*
*Response required

Please confirm*
The BIDDER acknowledges and understands that the information contained in this response shall be relied upon by CITY in awarding the contract and such information is warranted by BIDDER to be true. The discovery of any omission or misstatement that materially affects the BIDDER'S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

☐ Please confirm

*Response required

REQUIRED FORMS

BID BOND*
Please download the below documents, complete, and upload.

- Bid_Bond.pdf

*Response required

CERTIFICATE AND AFFIDAVIT FOR BONDS*
Please download the below documents, complete, and upload.

- Certificate_and_Affidavit_f...

*Response required

Will you sublet any part of this Work?*
☐ Yes
☐ No

*Response required

When equals "Yes"
If so, give details.*
*Response required

When equals "Yes"
Please complete*
Please download the below documents, complete, and upload.

- SUB-CONTRACTORS.pdf

*Response required

PRINCIPAL MATERIALS MANUFACTURER AND SUBCONTRACTORS*
Please download the below documents, complete, and upload.

- Principal_Materials_Manufac...

*Response required

CONFIRMATION OF DRUG-FREE WORKPLACE*
IDENTICAL TIE BIDS: Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quantity, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program (Florida Statutes Section 287.087). 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, and 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 subsection (1).

4. In the statement specified in subsection (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 Chapter 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 if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

7. Your firms Drug-Free Workplace Policy must be attached to this executed form and submitted with the Bid Documents.

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

☐ Please confirm

*Response required

NON-COLLUSION AFFIDAVIT*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Non-Collusion_Affidavit.pdf

*Response required

TRENCH SAFETY ACT COMPLIANCE*
Please download the below documents, complete, and upload.

- Trench_Safety_Act_Complianc...

*Response required

WARRANTIES*
Please download the below documents, complete, and upload.

- Warranties.pdf

*Response required

E-VERIFY AFFIRMATION STATEMENT*
Per Florida State Statutes, Chapter 448.095(2), effective January 1, 2021, no public contract can be entered into without an E-Verify certificate. This applies to both prime Contractors and Subcontractors. It is the responsibility of the prime Contractor to verify compliance with Subcontractors.

A certificate of compliance must accompany this affirmation.

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of:

a) All persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,

b) All persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify system during the term of the Contract is a condition of the Contract.

☐ Please confirm

*Response required

LICENSE NUMBER*
Please attach a copy below

*Response required

LICENSE*
Attach certificate of competency, state registration and any other applicable licenses.

*Response required

FEDERAL TAX ID#*
*Response required

CRIMINAL BACKGROUND SCREENING*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Criminal_Background_Screeni...

*Response required

DEBARMENT CERTIFICATION*

49 CFR Part 29- Appendix B

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION--LOWER TIER COVERED TRANSACTIONS

Instructions for Certification
1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, Subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, Subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions: if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntary excluded from participation in this transaction, in. addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION-LOWER TIER COVERED TRANSACTIONS

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

☐ Please confirm

*Response required

PUBLIC ENTITY CRIMES*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Public_Entity_Crimes.pdf

*Response required

BID FORM ACKNOWLEDGEMENT*
In order to be considered for this project, **the Bidder shall** have successfully completed a minimum of three (3) projects of similar scope and complexity over the past five (5) years, in the State of Florida, and must be able to document the required experience.

A. The Bidder proposes and agrees, if this Bid is accepted, to enter into a Contract with the City to perform and furnish all Work as specified herein for the Contract Price and within the Contract Period indicated in this Bid.

B. This Bid will remain subject to acceptance for ninety (90) days after the day of Bid opening. Bidder will sign and submit the necessary documents required by the City within fifteen (15) days after the date of City's Notice of Tentative Award.

C. In submitting this Bid, Bidder represents, as more fully set forth in the Contract, that

   1. Bidder has examined the Bid Documents, including any addenda issued all of which are hereby acknowledged;

   2. Bidder has familiarized itself with the nature and extent of the Bid Documents, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

   3. Bidder has given the City written notice of all conflicts, errors or discrepancies that it has discovered in the Bid Documents and the written resolution thereof by the City is acceptable to Bidder.

D. Bidder proposes to furnish the Work in conformity with the Specifications and at the Bid Prices referenced below in the Schedule of Bid Prices. The Bid Prices quoted have been checked and certified to be correct. Said Bid Prices are fixed and firm and shall be paid to Bidder for the successful completion of its obligation as specified in the Bid Documents.

E. It is the intent of the City to award this bid to the lowest responsible and responsive Bidder. The City reserves the right to accept or reject any or all bids and to waive any informality concerning the bids when such rejection or waiver is deemed to be in the best interest of The City of Lauderdale Lakes. The City reserves the right to award the bid on a split order basis, lump sum or individual item basis unless otherwise stated.

F. Contractor shall furnish all labor, materials, and equipment and perform all the necessary Work in the manner and form provided in the Contract Documents.

G. Bidder accepts the provisions of the Contract as to liquidated damages in the event of failure to complete the Work on time.

☐ Please confirm

*Response required

ATTACHMENT 8
Contract Provisions for Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Agreements

The Department, as a Non-Federal Entity as defined by 2 CFR §200.69, shall comply with the following provisions, where applicable. For purposes of this Grant Agreement between the Department and the Grantee, the term "Recipient" shall mean "Grantee."

Further, the Department, as a pass-through entity, also requires the Grantee to pass on these requirements to all lower tier subrecipients/contractors, and to comply with the provisions of the award, the SLFRF implementing regulation, including applicable provisions of the OMB Uniform Guidance (2 CFR Part 200), and all associated terms and conditions. Therefore, Grantees must include these requirements in all related subcontracts and/or sub-awards. Grantees can include these requirements by incorporating this Attachment in the related subcontract and/or sub-awards, however for all such subcontracts and sub-awards, the Grantee shall assume the role of the Non-Federal Entity and the subrecipients shall assume the role of the Recipient.

2 CFR PART 200 APPENDIX 2 REQUIREMENTS

1. Administrative, Contractual, and Legal Remedies

The following provision is required if the Agreement is for more than $150,000. In addition to any of the remedies described elsewhere in the Agreement, if the Recipient materially fails to comply with the terms and conditions of this Contract, including any Federal or State statutes, rules, or regulations, applicable to this Contract, the Non-Federal Entity may take one or more of the following actions.

A. Temporarily withhold payments pending correction of the deficiency by the Recipient.
B. Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
C. Wholly or partly suspend or terminate this Contract.
D. Take other remedies that may be legally available.

The remedies identified above, do not preclude the Recipient from being subject to debarment and suspension under Presidential Executive Orders 12549 and 12689. The Non-Federal entity shall have the right to demand a refund, either in whole or part, of the funds provided to the Recipient for noncompliance with the terms of this Agreement.

2. Termination for Cause and Convenience

Termination for Cause and Convenience are addressed elsewhere in the Agreement.

3. Equal Opportunity Clause

The following provision applies if the agreement meets the definition of "federally assisted construction contract" as defined by 41 CFR Part 60-1.3:

During the performance of this Agreement, the Recipient agrees as follows:

A. The Recipient will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Recipient will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:
    i. Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Recipient agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
B. The Recipient will, in all solicitations or advertisements for employees placed by or on behalf of the Recipient, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
C. The Recipient will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's

essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Recipient's legal duty to furnish information.

D. The Recipient will send to each labor union or representative of workers with which he has a collective bargaining agreement or other Agreement or understanding, a notice to be provided advising the said labor union or workers' representatives of the Recipient's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

E. The Recipient will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

F. The Recipient will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

G. In the event of the Recipient's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the Recipient may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

H. The Recipient will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Recipient will take such action with respect to any subcontractor purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance.

4. Contract Work Hours and Safety Standards Act

Where applicable, if the Agreement is in excess of $100,000 and involves the employment of mechanics or laborers, the Recipient must comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each Recipient must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

5. Rights to Inventions Made Under Agreement

If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the Non- Federal Entity or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the Non-Federal Entity or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

6. Clean air Act (42 U.S. C. 7401-7671q.), the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), and EPA Regulations

If the Agreement is in excess of $100,000, the Recipient shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387), and by the EPA (40 CFR Part 15). Violations must be reported to the

Federal Awarding Agency and the Regional Office of the Environmental Protection Agency (EPA).

i. The Grantee shall include these requirements for the Clean Air Act and the Federal Water Pollution Act in each subcontract exceeding $100,000 financed in whole or in part with SLFRF funds.

7. Debarment and Suspension (Executive Orders 12549 and 12689)

The Recipient certifies that it is not listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 and 2 CF 1200 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension."

8. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)

The Recipient certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. If applicable, the Recipient shall disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award, using form SF-LLL, available at:
https://apply07.grants.gov/apply/forms/sample/SFLLL_1_2_P-V1.2.pdf.

i. Grantees who apply or bid for an award of $100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier, up to the recipient.

9. Procurement of Recovered Materials

The Recipient must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act as described in 2 CFR part 200.322.

10. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

The Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as partof any system. See Section 889 of Public Law 115-232 (National Defense Authorization Act 2019). Also, see 2 CFR 200.216 and 200.471.

11. Domestic Preferences for Procurement

The Recipients and subrecipients must, to the greatest extent practical, give preference to the purchase, acquisition, or use of goods, products, or materials produced in the United States in accordance with 2 CFR 200.322.

ADMINISTRATIVE

1. General Federal Regulations

Recipients shall comply with the regulations listed in 2 CFR 200, 48 CFR 31, and 40 U.S.C. 1101 *et seq.*

2. Rights to Patents and Inventions Made Under a Contract or Agreement

Rights to inventions made under this assistance agreement are subject to federal patent and licensing regulations, which are codified at Title 37 CFR Part 401 and Title 35 U.S.C. 200 through 212.

3. Compliance with the Trafficking Victims Protection Act of 2000 (2 CFR Part 175)

Recipients, their employees, subrecipients under this award, and subrecipients' employees may not:

A. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
B. Procure a commercial sex act during the period of time that the award is in effect; or
C. Use forced labor in the performance of the award or subawards under the award.

4. Whistleblower Protection

Recipients shall comply with U.S.C. §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection. This requirement applies to all awards issued after July 1, 2013 and effective December 14, 2016 has been permanently extended (Public Law (P.L.) 114-261).

A. This award, related subawards, and related contracts over the simplified acquisition threshold and all

employees working on this award, related subawards, and related contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies in the pilot program on award recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (P.L. 112-239).

B. Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 U.S.C. 4712.

C. The Recipient shall insert this clause, including this paragraph C, in all subawards and in contracts over the simplified acquisition threshold related to this award; best efforts should be made to include this clause, including this paragraph C in any subawards and contracts awarded prior to the effective date of this provision.

5. Notification of Termination (2 CFR § 200.340)

In accordance with 2 CFR § 200.340, in the event that the Agreement is terminated prior to the end of the period of performance due to the Recipient's or subcontractor's material failure to comply with Federal statutes, regulations or the terms and conditions of this Agreement or the Federal award, the termination shall be reported to the Office of Management and Budget (OMB)-designated integrity and performance system, accessible through System for Award Management (SAM) currently the Federal Awardee Performance and Integrity Information System (FAPIIS). The Non-Federal Entity will notify the Recipient of the termination and the Federal requirement to report the termination in FAPIIS. See 2 CFR § 200.340 for the requirements of the notice and the Recipient's rights upon termination and following termination.

6. Additional Lobbying Requirements

A. The Recipient certifies that no funds provided under this Agreement have been used or will be used to engage in the lobbying of the Federal Government or in litigation against the United States unless authorized under existing law.

B. The Lobbying Disclosure Act of 1995, as amended (2 U.S.C. §1601 et seq.), prohibits any organization described in Section 501(c)(4) of the Internal Revenue Code, from receiving federal funds through an award, grant (and/or subgrant) or loan unless such organization warrants that it does not, and will not engage in lobbying activities prohibited by the Act as a special condition of such an award, grant (and/or subgrant), or loan. This restriction does not apply to loans made pursuant to approved revolving loan programs or to contracts awarded using proper procurement procedures.

C. Pursuant to 2 CFR §200.450 and 2 CFR §200.454(e), the Recipient is hereby prohibited from using funds provided by this Agreement for membership dues to any entity or organization engaged in lobbying activities.

7. Increasing Seat Belt Use in the United States

Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Grantee is encouraged to adopt and enforce on-the-job seat belt policies and programs for its employees when operating company-owned, rented or personally owned vehicles.

8. Reducing Text Messaging While Driving

Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Grantee is encouraged to adopt and enforce policies that ban text messaging while driving and establish workplace safety policies to decrease accidents caused by distracted drivers.

9. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970

Where applicable, 42 U.S.C. §§ 4601-4655 and implementing regulations apply to this Agreement.

COMPLIANCE WITH ASSURANCES

1. Assurances

Recipients shall comply with all applicable assurances made by the Department or the Recipient to the Federal Government during the Grant application process.

FEDERAL REPORTING REQUIREMENTS

1. FFATA

Grant Recipients awarded a new Federal grant greater than or equal to $30,000 awarded on or after October1, 2015, are subject to the FFATA the Federal Funding Accountability and Transparency Act ("FFATA") of 2006. The FFATA legislation requires that information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is www.USASpending.gov. The Grantee agrees to provide the information necessary, within one (1) month of execution, for the Department to comply with this requirement.

DEPARTMENT OF TREASURY-SPECIFIC

1. Civil Rights Compliance

Recipients of Federal financial assistance from the Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the Treasury do not deny benefits or services or otherwise discriminate on the basis of race, color, national origin, (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following: Title VI of Civil Rights Acts of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department of Treasury implementing regulations at 31 CFR part 23.

The Department of Treasury will request information on recipients' compliance with Title VI of the Civil Rights Act of 1964, as applicable, on an annual basis. This information may include a narrative descripting the recipient's compliance with Title VI, along with other questions and assurances.

SLFRF-SPECIFIC

1. Period of Performance

All funds from SLFRF must be obligated by December 31, 2024 and expended by December 31, 2026.

2. Equipment and Real Property Management

Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose. Consistent with 2 CFR 200.311 and 2 CFR 200.313, any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity. Any acquisition and maintenance of equipment or real property must also be in compliance with relevant laws and regulations.

SLFRF INFRASTRUCTURE PROJECTS

For all infrastructure projects, the Grantee shall provide the following project information on a quarterly basis to the Department:

i. Projected/actual construction start date (month/year)
ii. Projected/actual initiation of operation date (month/year)
iii. Location details

SLFRF INFRASTRUCTURE PROJECTS OVER $10 MILLION

For infrastructure projects over $10 million, the following provisions apply:

1. Wage Certification

Grantees may provide a certification that all laborers and mechanics employed by Grantee in the performance of such project are paid wages at the rates not less than those prevailing, as determined by the U.S. Secretary of Labor in accordance with the Davis-Bacon Act, for the corresponding classes of laborers and mechanics employed projected of a character similar to the contract work in the civil subdivision of Florida in which the work is to be performed. If the Grantee does not provide such certification, the Grantee must provide a project employment and local impact report detailing:

i. The number of employees of contractors and sub-contractors working on the project;
ii. The number of employees on the project hired directly and hired through a third party;
iii. The wages and benefits of workers on the project by classification; and
iv. Whether those wages are at rates less than those prevailing.

Grantee must maintain sufficient records to substantiate this information upon request.

2. Project Labor Agreements

Grantees may provide a certification that the project includes a project labor agreement, meaning a pre-hire collective bargaining agreement consistent with the section 8(f) of the National Labor Relations Act (29 U.S.C. 158(f)). If the Grantee does not provide such certification, the Grantee must provide a project workforce continuity plan, detailing:

i. How the Grantee will ensure the project has ready access to a sufficient supply of

appropriately skilled and unskilled labor to ensure high-quality construction throughout the life of the project;

ii. How the Grantee will minimize risks of labor disputes and disruptions that would jeopardize timeliness and cost-effectiveness of the project;

iii. How the Grantee will provide a safe and healthy workplace that avoids delays and costs associatedwith workplace illnesses, injuries, and fatalities;

iv. Whether workers on the project will receive wages and benefits that will secure and appropriately skilled workforce in the context of the local or regional labor market; and

v. Whether the project has completed a labor agreement.

3. Other Reporting Requirements

Grantees must report whether the project prioritizes local hires and whether the project has Community Benefit Agreement, with a description of any such agreement, if applicable.

SLFRF WATER & SEWER PROJECTS

For water and sewer projects, Grantees shall provide the following information to the Department once the project starts:

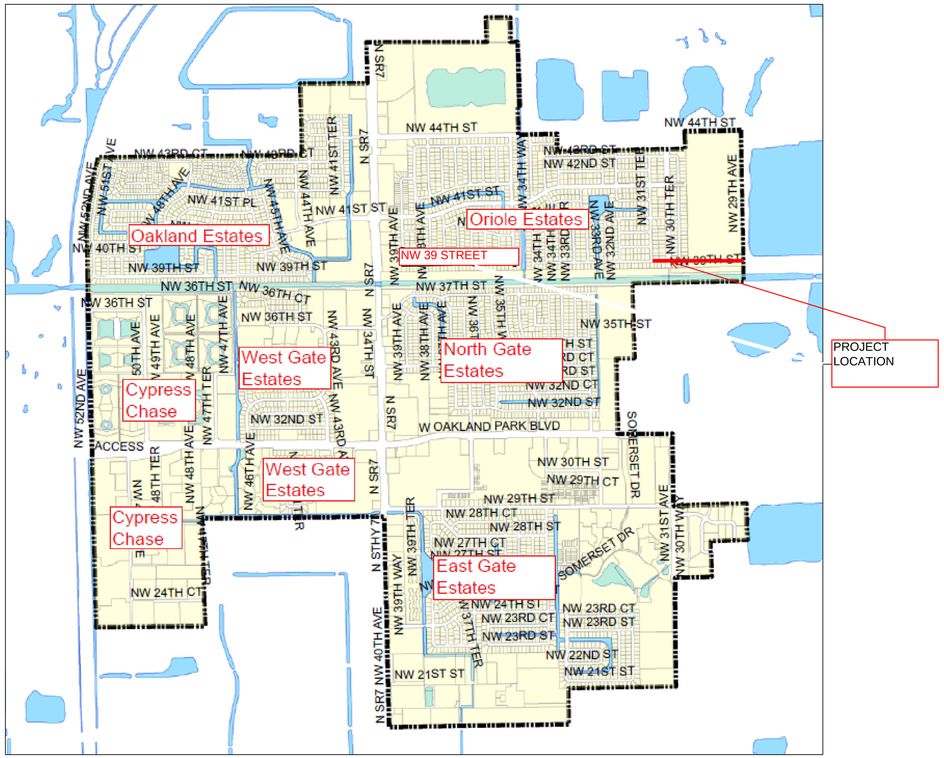
i. National Pollutant Discharge Elimination System (NPDES) Permit Number

ii. Public Water System (PWS) ID number

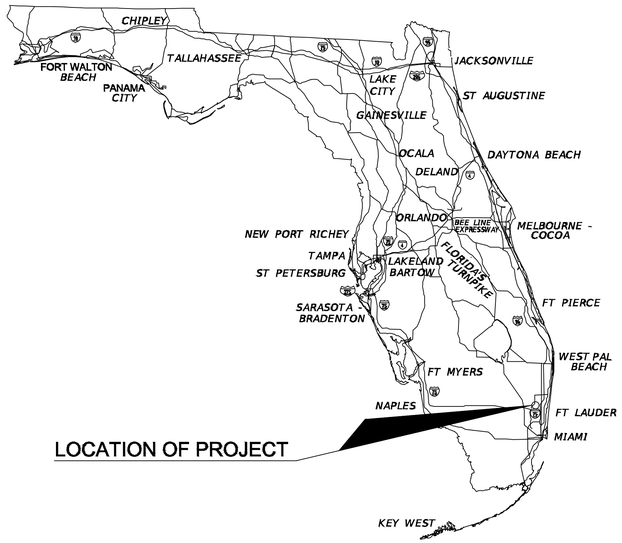
iii. Median Household Income of service area

iv. Lowest Quintile Income of the service area

CITY OF LAUDERDALE LAKES
CITYWIDE DRAINAGE IMPROVEMENTS
NW 39TH STREET FROM NW 31 AVE TO NW 29 AVE



CITY OF LAUDERDALE LAKES
BOUNDARY MAP(N.T.S)



N.T.S

CITY COMMISSIONS OF LAUDERDALE LAKES:
LAUDERDALE LAKES, FL 33319
4300 NW 36 STREET

MAYOR: VERONICA EDWARDS PHILLIPS
VICE MAYOR: SHARON THOMAS

COMMISSIONERS:
KARLENE MAXWELL–WILLIAMS
TYCIE CAUSWELL
EASTON K. HARRISON

PROJECT MANAGER: MAQSOOD M. NASIR, P.E

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MAQSOOD M. NASIR
LICENCE NUMBER
63916

PROFESSIONAL ENGINEER
SEAL, SIGN AND DATE:

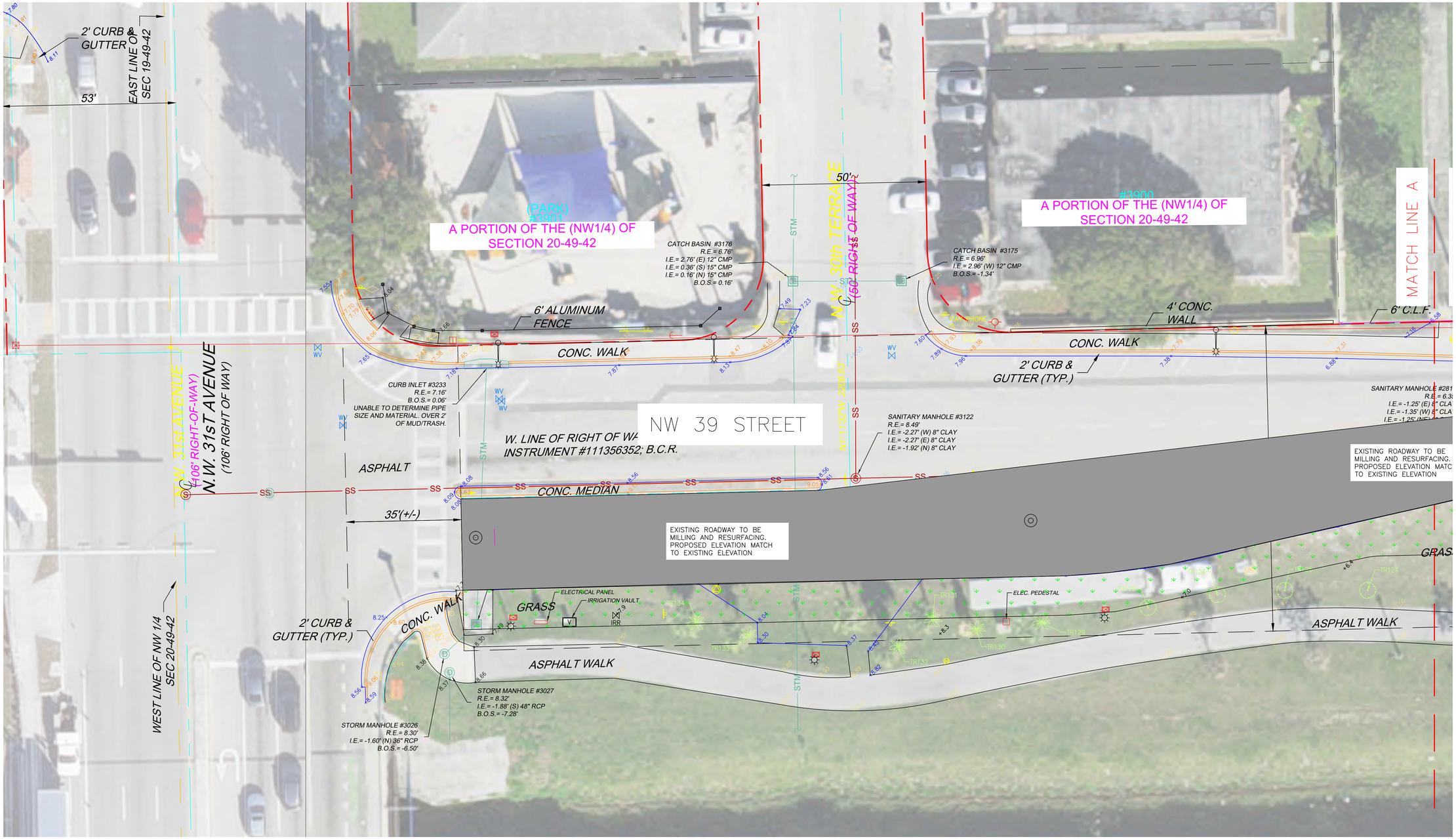
REVISION		
NO.	DATE	DESCRIPTION

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MASOOD M. NASIR, P.E
FL#63916
DIRECTOR, ENGINEERING SERVICES &
CONSTRUCTION MANAGEMENT
CITY OF LAUDERDALE LAKES
4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

CITY OF LAUDERDALE LAKES
CITYWIDE DRAINAGE
IMPROVEMENTS
NW 39TH STREET FROM NW
31 AVE TO NW 29 AVE

DATE: 12/12/2025
DRAWN BY MN
PROJECT NO. 2025–C306
REVISED BY NASIR
SHEET NO. **C-0**



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RESTORATION PLAN

SCALE : 1" = 30'

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4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

NW 39 STREET
DRAINAGE IMPROVEMENTS
FROM NW 31 AVE TO NW 29 AVE
CITY OF LAUDERDALE LAKES

DATE:	12/15/2025
DRAWN BY	MN
PROJECT NO.	2025-C315
REVISED BY	NASIR
SHEET NO.	**R-1**



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RESTORATION PLAN

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NO.	DATE	DESCRIPTION

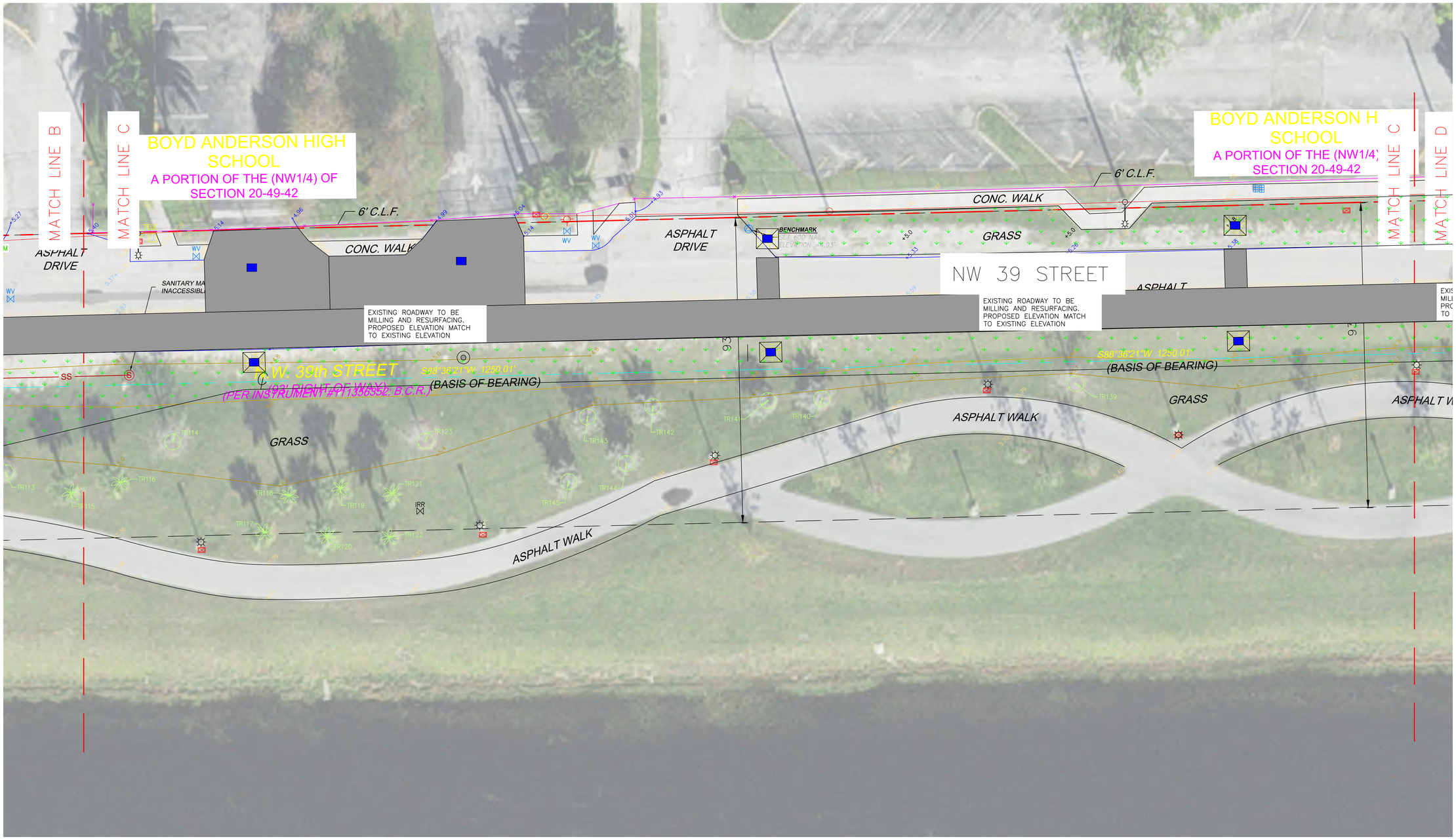
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NW 39 STREET
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DATE:	12/15/2025
DRAWN BY	MN
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LAUDERDALE LAKES, FL 33319

NW 39 STREET
DRAINAGE IMPROVEMENTS
FROM NW 31 AVE TO NW 29 AVE
CITY OF LAUDERDALE LAKES

DATE:	12/15/2025
DRAWN BY	MN
PROJECT NO.	2025-C315
REVISED BY	NASIR
SHEET NO.	**R-3**



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LAUDERDALE LAKES, FL 33319

NW 39 STREET
DRAINAGE IMPROVEMENTS
FROM NW 31 AVE TO NW 29 AVE
CITY OF LAUDERDALE LAKES

DATE:	12/15/2025
DRAWN BY	MN
PROJECT NO.	2025-C315
REVISED BY	NASIR
SHEET NO.	**R-4**

I. APPLICABLE CODES

1. ALL WORK AND MATERIALS SHALL CONFORM TO CURRENT BROWARD COUNTY PUBLIC WORKS DEPARTMENT (BCPWD) STANDARDS AND SPECIFICATIONS AS WELL AS ALL LOCAL, STATE, AND NATIONAL CODES AND REGULATORY REQUIREMENTS, AS APPLICABLE.

2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT ALL CONSTRUCTION SHALL BE DONE IN A SAFE MANNER AND IN STRICT COMPLIANCE WITH ALL THE REQUIREMENTS OF FEDERAL OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, AND ALL STATE AND LOCAL SAFETY AND HEALTH REGULATIONS.

3. LOCATIONS, ELEVATIONS AND DIMENSIONS OF EXISTING UTILITIES, STRUCTURES AND OTHER SITE FEATURES SHOWN ON THE DRAWINGS WERE OBTAINED FROM THE BROWARD COUNTY WATER AND SEWER REPLACEMENT PROJECT.

4. ELEVATIONS SHOWN ON THE PLANS ARE BASED ON NAVD.

5. PROPOSED ELEVATIONS SHOWN ARE FINISHED GRADES.

6. EXISTING UTILITIES TO BE ADJUSTED IN ACCORDANCE WITH PROPOSED GRADES AND REQUIREMENTS OF UTILITY OWNERS, AS REQUIRED.

7. EXISTING STRUCTURES, UTILITIES AND OTHER IMPROVEMENTS WHICH ARE TO REMAIN IN PLACE, TREES SUCH AS BUILDING SEWERS, DRAINS, WATER OR GAS PIPES, CONDUITS, POLES, WALLS, COLUMNS, ETC., WHETHER OR NOT SHOWN ON THE PLANS, ARE TO BE CAREFULLY PROTECTED FROM DAMAGE. IF DAMAGE OCCURS FROM WORK PERFORMED UNDER THIS CONTRACT, THE CONTRACTOR SHALL PROMPTLY REPAIR THE DAMAGED ITEM(S) TO THE CONDITION OF THE ITEM(S) PRIOR TO THE DAMAGE. THIS WORK SHALL BE AT NO ADDITIONAL COST TO THE OWNER.

8. THE CONTRACTOR IS TO USE CAUTION WHEN WORKING IN OR AROUND AREAS OF OVERHEAD TRANSMISSION LINES AND UNDERGROUND UTILITIES.

9. CONTRACTOR SHALL PRESERVE ALL STREET SIGNS, PARKING METERS, BENCHES, TRAFFIC CONTROL SIGNS, ETC. WHEN DIRECTED BY THE ENGINEER, THE CONTRACTOR SHALL REINSTALL OR DELIVER SAID PUBLIC PROPERTY TO THE CITY YARD.

10. THE CONTRACTOR SHALL COORDINATE HIS/HERS WORK WITH ANY OTHER UTILITY AND BUILDING TRADES WORKING ON THIS OR ADJACENT PROJECT.

11. ALL DITCH EXCAVATION SHALL BE PERFORMED IN FULL COMPLIANCE WITH THE PROVISIONS OF THE FLORIDA TRENCH SAFETY ACT.

12. THE CONTRACTOR SHALL TAKE SPECIAL NOTE OF SOIL CONDITIONS THROUGHOUT THIS PROJECT. ANY SPECIAL SHORING, SHEETING OR OTHER PROCEDURES NECESSARY TO PROTECT ADJACENT PROPERTY, EITHER PUBLIC OR PRIVATE, DURING EXCAVATION OF SUBSOIL MATERIAL OR DURING THE FILLING OF ANY AREA, OR FOR ANY OPERATION DURING CONSTRUCTION SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

II. PRECONSTRUCTION RESPONSIBILITIES

1. THE INFORMATION PROVIDED IN THESE PLANS IS TO ASSIST THE CONTRACTOR IN ASSESSING THE NATURE AND EXTENT OF THE CONDITIONS WHICH MAY BE ENCOUNTERED DURING THE COURSE OF THE WORK. ALL CONTRACTORS ARE DIRECTED, PRIOR TO BIDDING, TO CONDUCT ANY INVESTIGATIONS THEY DEEM NECESSARY TO ARRIVE AT THEIR OWN CONCLUSIONS REGARDING THE ACTUAL CONDITIONS THAT WILL BE ENCOUNTERED AND UPON WHICH THEIR BIDS WILL BE BASED.

2. 48 HOURS BEFORE BEGINNING CONSTRUCTION IN THE AREA, THE CONTRACTOR SHALL NOTIFY SUNSHINE STATE CALL ONE OF FLORIDA, INC. AT 1-800-432-4770 AND ANY OTHER UTILITIES WHICH MIGHT BE AFFECTED.

3. UPON THE RECEIPT OF THE "NOTICE TO PROCEED", THE CONTRACTOR SHALL CONTACT THE ENGINEER OF RECORD AND ARRANGE A PRECONSTRUCTION CONFERENCE TO INCLUDE ALL INVOLVED GOVERNMENTAL AGENCIES, UTILITY OWNERS, THE OWNER, AND THE ENGINEER OF RECORD.

4. THE CONTRACTOR SHALL APPLY FOR AND PROCURE ALL PERMITS AND LICENSES, PAY ALL CHARGES, TAXES, ROYALTIES & FEES, AND GIVE ALL NOTICES NECESSARY TO COMPLETE THIS PROJECT.

5. THE CONTRACTORS SHALL COORDINATE WITH UTILITY COMPANIES TO ARRANGE FOR ANY REMOVAL, RELOCATION AND TEMPORARY SUPPORT OF UTILITY FEATURES, ETC. AS NECESSARY TO COMPLETE THE WORK, IF APPLICABLE.

6. THE LOCATIONS OF THE UTILITIES SHOWN IN THE PLANS ARE APPROXIMATE ONLY. THE CONTRACTOR SHALL LOCATE AND EXPOSE ALL EXISTING UTILITIES TO BE CONNECTED SUFFICIENTLY AHEAD OF CONSTRUCTION TO ALLOW REDESIGN BY THE ENGINEER IF SUCH UTILITIES ARE FOUND TO BE DIFFERENT THAN THOSE SHOWN ON PLANS.

STANDARD DETAILS

ALL CONSTRUCTION OF THE PROPOSED PAVING, GRADING AND DRAINAGE SYSTEM SHALL BE IN STRICT ACCORDANCE WITH THE BROWARD COUNTY PUBLIC WORKS DEPARTMENT SPECIFICATIONS AND STANDARD DETAILS.

GENERAL NOTES

III. INSPECTION AND TESTING

INSPECTIONS:

THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF RECORD AT LEAST 48 HOURS PRIOR TO BEGINNING CONSTRUCTION AND PRIOR TO THE INSPECTION OF THE FOLLOWING ITEMS IF APPLICALE:

1.) STORM DRAINAGE PRIOR TO BACKFILL
2.) SUBGRADE – SUBMIT AND HAVE APPROVED DENSITIES PRIOR TO PLACEMENT OF ROCK.
3.) LIMEROCK BASE – SUBMIT AND HAVE APPROVED DENSITIES AND AS-BUILTS PRIOR TO THE PLACEMENT OF ANY ASPHALT.
7.) ASPHALTIC CONCRETE
8.) FINAL WALK-THROUGH INSPECTION

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT ALL APPLICABLE REGULATORY AGENCIES FOR INSPECTION REQUIREMENTS.

IV. SHOP DRAWINGS

1. PRIOR TO CONSTRUCTION OR INSTALLATION, SHOP DRAWINGS SHALL BE SUBMITTED TO AND APPROVED BY THE ENGINEER OF RECORD FOR THE FOLLOWING ITEMS: DRAIN BASINS AND ALL OTHER DRAINAGE STRUCTURES, DRAINAGE PIPE, BALLAST ROCK, EXFILTRATION TRENCH FILTER FABRIC AND ASPHALT MIX. IN ADDITION, SOME CITIES, COUNTIES, STATE AND/OR NATIONAL REGULATORY AGENCIES REQUIRE THEIR OWN INDIVIDUAL REVIEW AND APPROVAL. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN ALL OTHER AGENCY SHOP DRAWING APPROVALS IF REQUIRED.

V. TEMPORARY FACILITIES

1. TEMPORARY FACILITIES

A. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE FOR OR SUPPLY TEMPORARY WATER SERVICE, SANITARY FACILITIES, AND ELECTRICITY, DURING CONSTRUCTION.

B. THE CONTRACTOR SHALL MAINTAIN AT LEAST ONE ACCESS ENTRANCE TO COMMERCIAL PROPERTIES AT ALL TIMES, IF APPLICABLE.

C. THE CONTRACTOR SHALL MAINTAIN A CLEAR PATH FOR ALL SURFACE WATER DRAINAGE STRUCTURES AND DITCHES DURING ALL PHASES OF CONSTRUCTION, IF APPLICABLE.

2. TRAFFIC REGULATION

A. THE CONTRACTOR SHALL PROVIDE ALL WARNING SIGNALS, SIGNS, LIGHTS AND FLAG PERSONS AS NECESSARY FOR THE MAINTENANCE OF TRAFFIC WITHIN PUBLIC RIGHT-OF-WAYS IN ACCORDANCE WITH M.U.T.C.D. AND THE CITY OF PEMBROKE PINES AND BROWARD COUNTY PUBLIC WORKS DEPARTMENT.

B. ALL OPEN TRENCHES AND HOLES ADJACENT TO ROADWAYS OR WALKWAYS SHALL BE PROPERLY MARKED AND BARRICADED TO ASSURE THE SAFETY OF BOTH VEHICULAR AND PEDESTRIAN TRAFFIC.

C. NO TRENCHES OR HOLES NEAR WALKWAYS, IN ROADWAYS OR THEIR SHOULDERS ARE TO BE LEFT OPEN DURING NIGHTTIME HOURS WITHOUT THE EXPRESS PERMISSION OF THE CITY OF PEMBROKE PINES AND BROWARD COUNTY PUBLIC WORKS DEPARTMENT.

VI. PROJECT CLOSE OUT:

1. CLEANING UP

A. DURING CONSTRUCTION, THE PROJECT SITE AND ALL ADJACENT AREAS SHALL BE MAINTAINED IN A NEAT AND CLEAN MANNER, AND UPON FINAL CLEANUP, THE PROJECT SITE SHALL BE LEFT CLEAR OF ALL SURPLUS MATERIAL OR TRASH. THE PAVED AREAS SHALL BE SWEPT BROOM CLEAN.

B. THE CONTRACTOR SHALL RESTORE OR REPLACE, WHEN AND AS DIRECTED, ANY PUBLIC OR PRIVATE PROPERTY DAMAGED BY HIS/HER WORK, EQUIPMENT AND/OR EMPLOYEES TO A CONDITION AT LEAST EQUAL TO THAT EXISTING IMMEDIATELY PRIOR TO THE BEGINNING OF OPERATIONS.

C. THE CONTRACTOR SHALL REPLACE ALL PAVING, STABILIZED EARTH, CURBS, DRIVEWAYS, SIDEWALKS, FENCES, MAILBOXES, SIGNS AND ANY OTHER IMPROVEMENTS REMOVED DURING CONSTRUCTION WITH THE SAME TYPE OF MATERIAL AND TO THE CONDITION WHICH EXISTED PRIOR TO THE BEGINNING OF OPERATIONS.

D. WHERE MATERIAL OR DEBRIS HAVE WASHED OR FLOWED INTO, OR HAVE BEEN PLACED IN WATER COURSES, DITCHES, DRAINS, DRAIN BASINS, OR ELSEWHERE AS A RESULT OF THE CONTRACTOR'S OPERATIONS, SUCH MATERIAL OR DEBRIS SHALL BE REMOVED AND SATISFACTORILY DISPOSED OF DURING THE PROGRESS OF THE WORK, AND THE AREA KEPT IN A CLEAN AND NEAT CONDITION.

E. ALL DISPOSAL OF EXCESS AND UNSUITABLE EXCAVATED MATERIAL, DEMOLITION, VEGETATION, RUBBISH AND DEBRIS SHALL BE MADE OUTSIDE THE LIMITS OF CONSTRUCTION AT A LEGAL DISPOSAL SITE PROVIDED BY THE CONTRACTOR AT HIS/HER OWN EXPENSE, WITH THE PRIOR APPROVAL OF THE ENGINEER. MATERIAL CLEARED FROM THE SITE SHALL NOT BE DEPOSITED ON ADJACENT AND/OR NEARBY PROPERTY.

2. ALL PROPERTY MONUMENTS OR PERMANENT REFERENCES, REMOVED OR DESTROYED BY THE CONTRACTOR DURING CONSTRUCTION SHALL BE RESTORED BY A STATE OF FLORIDA REGISTERED LAND SURVEYOR AT THE CONTRACTOR'S EXPENSE.

3. PROJECT RECORD DOCUMENTS

A. DURING THE DAILY PROGRESS OF THE JOB, THE CONTRACTOR SHALL RECORD ON HIS SET OF CONSTRUCTION DRAWINGS THE EXACT LOCATION, LENGTH AND ELEVATION OF ANY FACILITY NOT BUILT EXACTLY ACCORDING TO PLANS.

B. THE CONTRACTOR SHALL PROVIDE THE ENGINEER WITH AS-BUILT GRADES AND LOCATIONS OF FINISHED PAVEMENT, SIDEWALKS, CURBS, AND ALL PHYSICAL IMPROVEMENTS. SUCH GRADES SHALL BE OBTAINED BY A LICENSED SURVEYOR REGISTERED TO PRACTICE IN THE STATE OF FLORIDA, AND SHALL DOCUMENT THE INTENT OF THE PROPOSED GRADES SHOWN ON THE PLANS. THIS SHALL BE DONE AT NO COST TO THE OWNER.

4. CONTRACTOR TO REPLACE ALL FOUND PIPES WITH NAIL AND DISKS.

VII. STORM DRAINAGE

1. GENERAL

A. DRAIN BASIN GRATES AND MANHOLE RIM ELEVATIONS AS SHOWN ON PLANS SHALL BE ADJUSTED TO CONFORM TO NEW OR EXISTING GRADES, AS REQUIRED.

B. ALL ONSITE STORM DRAINAGE MATERIALS AND INSTALLATION SHALL CONFORM TO THE APPLICABLE CITY OF PEMBROKE PINES PUBLIC WORKS DEPARTMENT SPECIFICATIONS.

2. ALL DRAINAGE DRAIN BASINS AND STRUCTURES SHALL BE PRECAST CONCRETE AS MANUFACTURED BY U.S. PRECAST CORPORATION OR APPROVED EQUAL.

3. ALL DRAINAGE DRAIN BASIN FRAMES AND GRATES, AND STORM DRAINAGE MANHOLE RIMS SHALL BE AS MANUFACTURED BY U.S. FOUNDRY OR APPROVED EQUAL.

4. SOLID STORM DRAINAGE PIPE SHALL BE HIGH DENSITY POLYETHYLENE PIPE (H.D.P.E.) SELECTED FROM THE MANUFACTURES AND TYPES APPROVED BY THE CITY OF PEMBROKE PINES AND/OR THE BROWARD COUNTY PUBLIC WORKS DEPARTMENT.

5. PROVIDE A MINIMUM PROTECTIVE COVER OF 24 INCHES OVER STORM SEWER WITHIN GRASS AREA AND AVOID UNNECESSARY CROSSING BY HEAVY CONSTRUCTION VEHICLES DURING CONSTRUCTION.

VIII. PAVING

1. GENERAL

A. ALL UNDERGROUND UTILITIES SHALL BE COMPLETED PRIOR TO CONSTRUCTION OF LIMEROCK BASE.

B. ALL EXISTING PAVEMENT, CUT OR DAMAGED BY CONSTRUCTION SHALL BE PROPERLY RESTORED AT THE CONTRACTOR'S EXPENSE.

C. WHERE ANY PROPOSED PAVEMENT IS TO BE CONNECTED TO EXISTING PAVEMENT, THE EXISTING EDGE OF PAVEMENT SHALL BE SAW CUT.

D. PROPOSED ASPHALT PAVEMENT SHALL BE CONNECTED TO EXISTING AS PER CITY OF PEMBROKE PINES AND BROWARD COUNTY STANDARD DETAILS. CONTRACTOR SHALL MATCH EXISTING ELEVATIONS ON NEW SIDEWALK OR NEW PAVEMENT.

E. CONTRACTOR SHALL REMOVE AND DISPOSE OF THE EXISTING CONC. CURB, CURB & GUTTER, SIDEWALK AND ASPHALT WHERE NEW SIDEWALK, CURB & GUTTER AND MEDIAN IS PROPOSED TO BE CONSTRUCTED.

F. NONE OF THE EXISTING LIMEROCK BASE THAT IS REMOVED IS TO BE INCORPORATED INT THE PROPOSED LIMEROCK BASE.

2. MATERIALS AND INSTALLATION

A. ALL ON SITE WORK AND MATERIALS SHALL BE IN ACCORDANCE WITH PART 2 OF THE BROWARD COUNTY PUBLIC WORKS DEPARTMENT STANDARD DETAILS (REVISED ON 2/23/20111) INCLUDING, BUT NOT LIMITED TO THE FOLLOWING:

FIGURE	TITLE
180	TYPICAL TRENCH BACKFILL
183	RESTORATION OF PAVEMENT CUT

B. SUBGRADE FOR DRIVEWAYS AND PARKING AREAS SHALL BE COMPACTED TO A MINIMUM OF 95% OF THE MAXIMUM DENSITY PER AASHTO SPECIFICATION T-180-74. THE MINIMUM COMPACTED THICKNESS OF THE STABILIZED SUBGRADE SHALL BE 12".

C. THE MINIMUM COMPACTED THICKNESS OF THE LIMEROCK BASE SHALL BE 8" AND PLACE IN TWO EQUAL LIFTS. LIMEROCK BASE SHALL BE PRIMED AND COMPACTED TO 98% PER A.A.S.H.T.O. T-180-74.

3. TESTING

A. DENSITY TESTS SHALL BE TAKEN BY AN INDEPENDENT TESTING LABORATORY, CERTIFIED BY THE STATE OF FLORIDA, WHERE DIRECTED BY THE CITY OF PEMBROKE PINES AND BROWARD COUNTY PUBLIC WORKS DEPARTMENT INSPECTOR OR THE GEOTECHNICAL ENGINEER. DENSITY TESTS TO BE PERFORMED AT CONTRACTORS EXPENSE. DENSITY TEST RESULT ARE TO BE REVIEWED AND APPROVED BY THE ENGINEER OF RECORD.

IX. PAVEMENT MARKINGS AND TRAFFIC SIGNS

1. PAVEMENT MARKINGS

A. INSTALLATION: ALL PAVEMENT MARKINGS SHALL BE MADE IN ACCORDANCE WITH FDOT STANDARD INDEX #17346, WHERE SHOWN ON THE PLANS.

B. MATERIALS:

(1) WHERE THE PLANS CALL FOR PAINTED PAVEMENT MARKINGS (P), INSTALLATION AND MATERIALS SHALL MEET ALL REQUIREMENTS OF SECTION 710 OF FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

(2) WHERE THE PLANS CALL FOR THERMOPLASTIC PAVEMENT MARKINGS (T), INSTALLATION AND MATERIALS SHALL MEET ALL REQUIREMENTS OF SECTION 710 OF FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

C. PROTECTION: THE CONTRACTOR SHALL NOT ALLOW TRAFFIC ONTO NEWLY APPLIED PAVEMENT STRIPING/MARKINGS UNTIL THEY ARE SUFFICIENTLY DRY TO PERMIT VEHICLES TO CROSS THEM WITHOUT DAMAGE. THE CONTRACTOR SHALL, AT HIS OWN EXPENSE, REMOVE AND REPLACE ANY PORTION OF THE PAVEMENT STRIPING/MARKINGS DAMAGED BY PASSING TRAFFIC OR FROM ANY OTHER CAUSE.

2. TRAFFIC SIGNS

A. INSTALLATION: TRAFFIC SIGNS SHALL BE INSTALLED IN ACCORDANCE WITH THE U.S. DEPARTMENT OF TRANSPORTATION MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.), PART II, IN LOCATIONS SHOWN ON PLANS.

B. MATERIALS: FOLLOW SECTION NO. 700, HIGHWAY SIGNING, OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, AND M.U.T.C.D.

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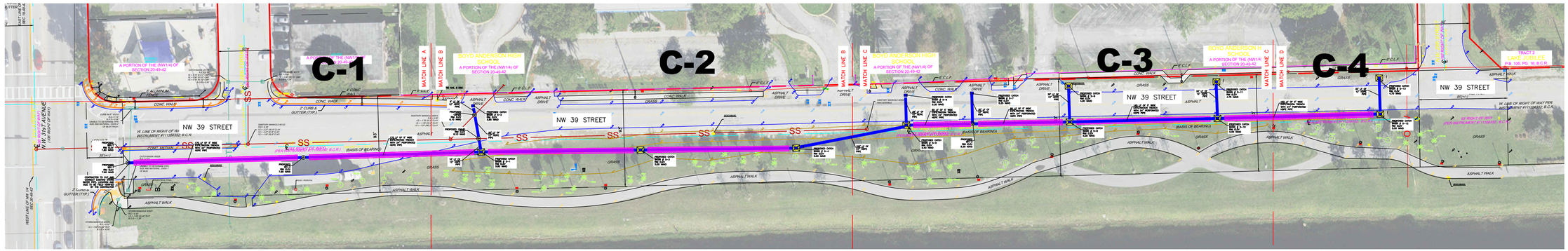
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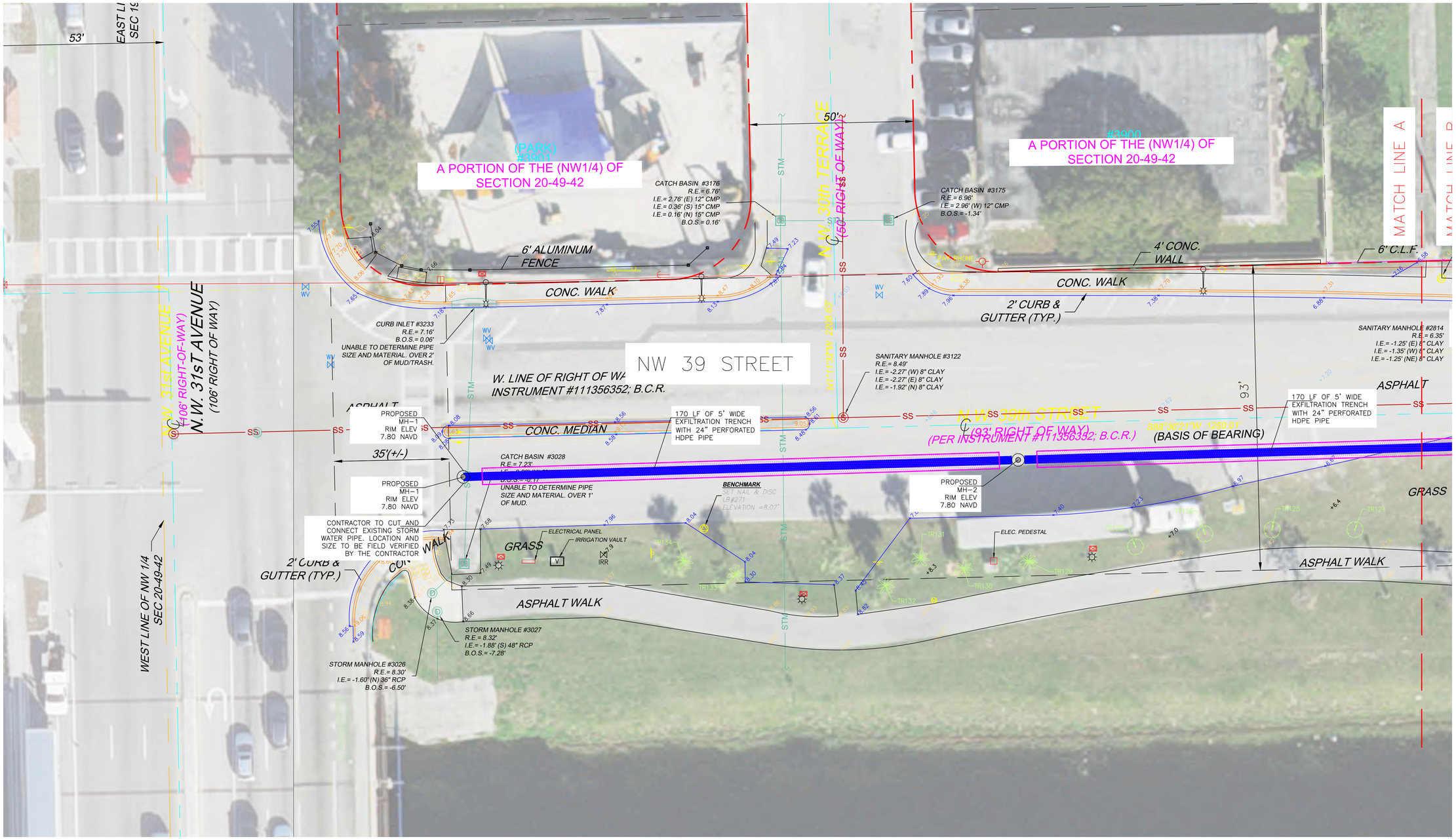
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MASOOD M. NASIR, P.E
FL#63916
DIRECTOR, ENGINEERING SERVICES &
CONSTRUCTION MANAGEMENT
CITY OF LAUDERDALE LAKES
4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

NW 39 STREET DRAINAGE IMPROVEMENTS FROM NW 31 AVE TO NW 29 AVE CITY OF LAUDERDALE LAKES

DATE: 12/15/2025
DRAWN BY MN
PROJECT NO. 2025-C315
REVISED BY NASIR
SHEET NO. **K-1**



N

W E

S

DRAINAGE PLAN

SCALE : 1" = 30'

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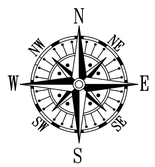
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DRAINAGE PLAN
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N
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W E
SW SE
S

DRAINAGE PLAN

SCALE : 1" = 30'

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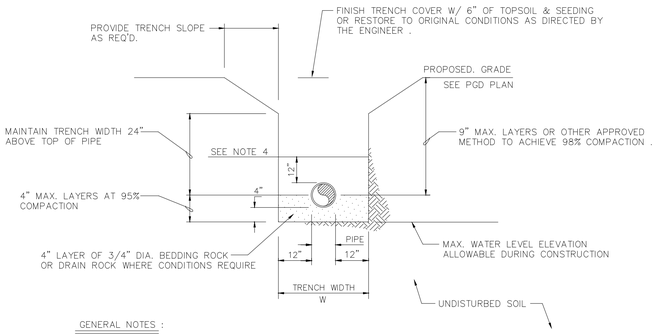
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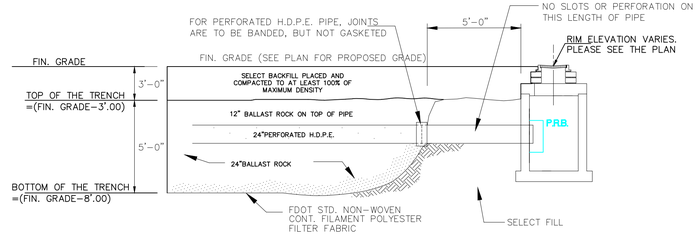
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SHEET NO.	**C-4**



GENERAL NOTES :

1. WHERE SOIL CONDITIONS CAN NOT BE MAINTAINED AS SHOWN ABOVE, PROVIDE APPROVED METHOD OF CONSTRUCTION .
2. SHEETING WILL BE REQUIRED AS DETERMINED IN THE FIELD .
3. COMPACTION PERCENTAGES SHOWN REFER TO AASHTO T-180 .
4. MECHANICAL COMPACTION NOT ALLOWED BELOW THIS LEVEL (SEE DETAIL) .
5. PVC PIPE TO HAVE ROCK BACKFILL TO CENTERLINE OF PIPE (SEE DETAIL) .

STANDARD TRENCH DETAIL



EXFILTRATION NOTES:

1. PLASTIC FILTER FABRIC (AT EACH SIDE, TOP & BOTT.) SHALL BE USED IN SANDY AREAS AS NOTED ON PLANS AND/OR DIRECTED BY THE ENGINEER.
2. AFTER THE BALLAST ROCK HAS BEEN PLACED TO THE PROPER ELEVATION IT SHALL BE CAREFULLY WASHED DOWN WITH CLEAN WATER IN ORDER TO ALLOW FOR INITIAL SETTLEMENT THAT MAY OCCUR. (BALLAST ROCK – 3/4" or #57)

TYPICAL EXFILTRATION TRENCH DETAIL

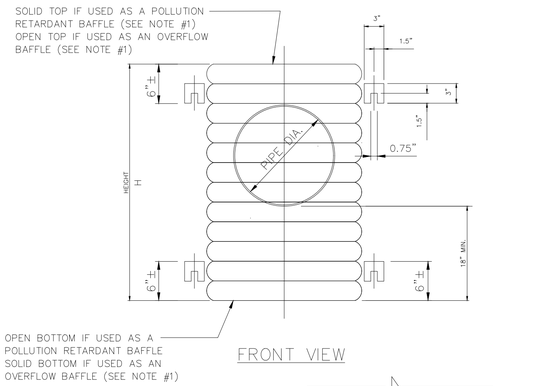
STANDARD DIMENSIONS		
PIPE DIA.	D (INCHES)	T (GAUGE)
10"	15"	16
15"	24"	16
18"	30"	16
24"	36"	16
30"	42"	14
36"	48"	14
42"	54"	14

NOTES:

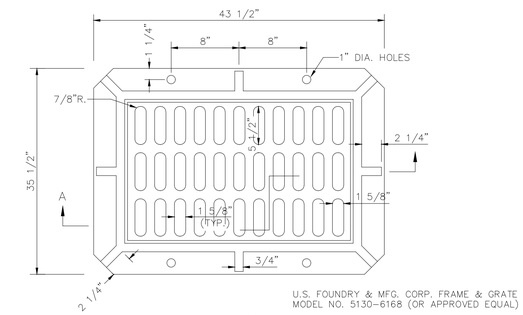
1. ALUMINUM SHEET OF SAME THICKNESS (GAGE) AS PIPE SHALL BE WELDED TO CLOSE OPENING.
2. BAFFLE SHALL BE AS MANUFACTURED BY SOUTHERN CULVERT OR ENGINEER'S APPROVED EQUAL.
3. NEOPRENE GASKET (3/8"x 2") SHALL BE INSTALLED AT ALL BAFFLES.
4. ANCHOR W/ 1/2" GALV. LAG-BOLT IN LEAD SHIELD (TYP.)
5. GRATING SHALL BE OFFSET, IF STRUCTURE IS USED AS OVERFLOW

NOTE:

18"MIN. FROM PIPE INVERT TO BOTTOM OF BAFFLE,, AND
24"MIN. FROM BOTTOM OF BAFFLE TO BOTTOM OF DRAINAGE STRUCTURE



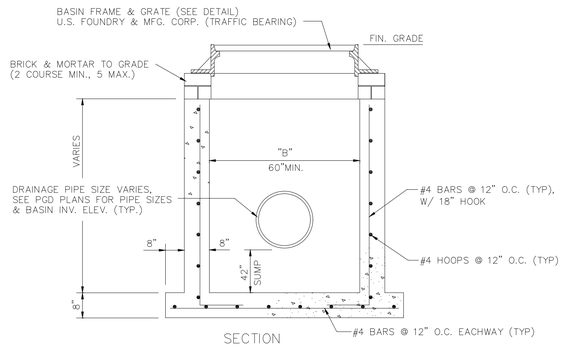
POLLUTION RETARDANT BAFFLE



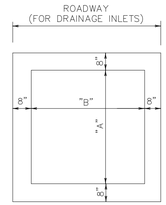
FRAME & GRATE DETAIL

N.T.S.

FRAME / GRATE DETAIL



SECTION



PLAN

DRAINAGE INLET GENERAL NOTES :

BEVELED EDGES: ALL EXPOSED CORNERS AND EDGES TO BE CHAMFERED 3/4".

FOUNDATION MATERIAL: WHERE MATERIAL UNSATISFACTORY FOR FOUNDATION IS ENCOUNTERED, ALL SUCH MATERIAL MUST BE REMOVED DOWN TO SATISFACTORY MATERIAL AND BACKFILLED TO SUBGRADE WITH CLEAN SAND.

GRATES: CAST IRON AS INDICATED & IN ACCORDANCE WITH F.D.O.T. SPEC'S.

INLET TYPES: INLETS ARE TO BE CONSTRUCTED TO THE DIMENSIONS SHOWN HEREON. TYPE "E MOD." IS A TYPE "E" TURNED 80° TO RECIEVE R.C.P. UP TO 48" DIAMETER. INLETS RECEIVING PIPE LARGER THAN 48" DIAMETER SHALL BE IN ACCORDANCE WITH F.D.O.T. STANDARDS. SEE F.D.O.T. STANDARD INDEXES 200, 201, & 232.

MATERIAL: INLET WALLS AND BASES SHALL BE PRECAST CONC., CLASS II INLETS, 4000 P.S.I. CONCRETE.

POLLUTION CONTROL DEVICES: "SPECIAL" INLETS SHALL HAVE POLLUTION CONTROL DEVICE INSTALLED, CONSISTING OF HALF-ROUND CORR. ALUM. PIPE, OPEN AT THE BOTTOM, WELDED CLOSED AT TOP

LOCKDOWN: PROVIDE EYEBOLT PER F.D.O.T. STANDARD, INDEX 201. (U.O.N.)

CATCH BASIN DETAIL

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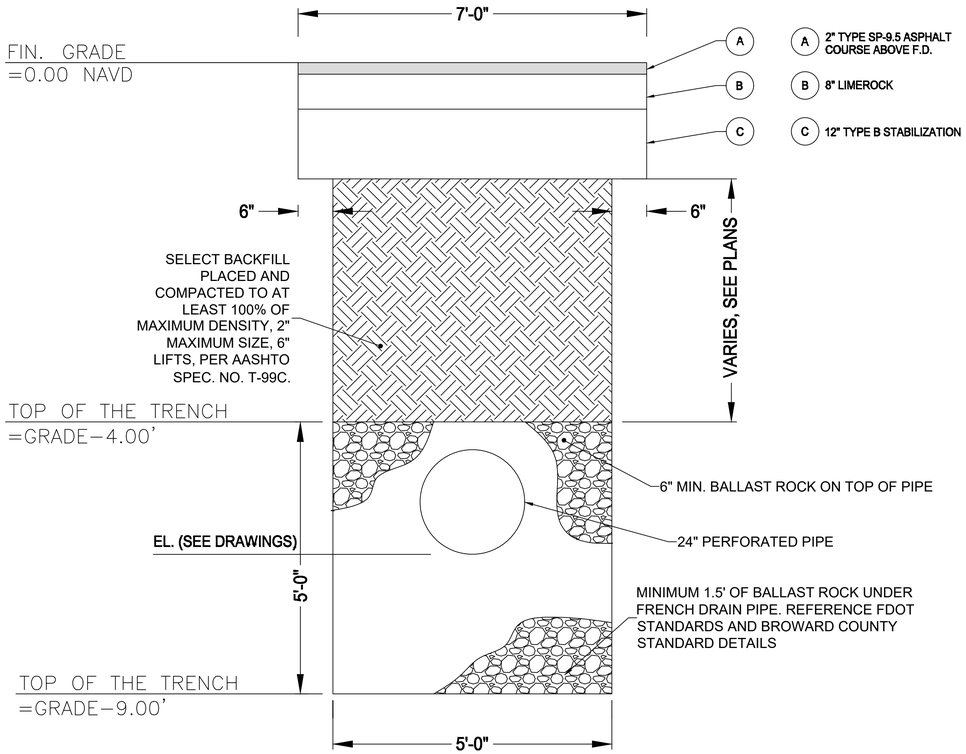
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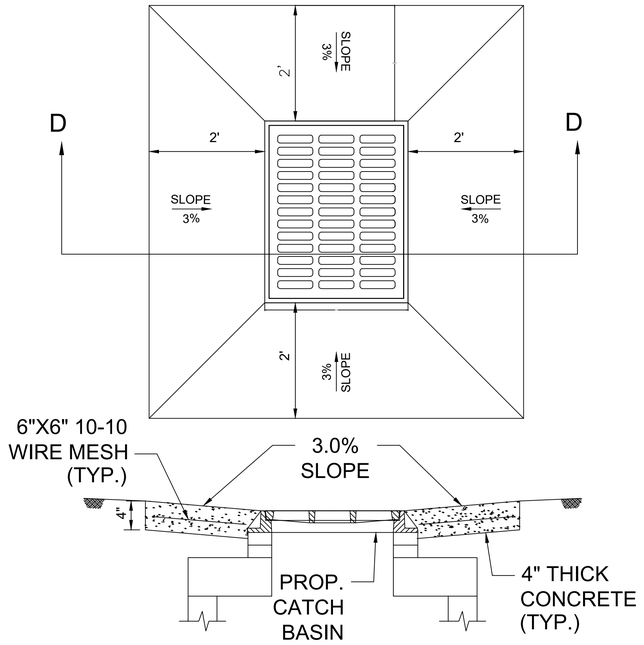
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TYPICAL FRENCH DRAIN DETAIL

SCALE: NOT TO SCALE

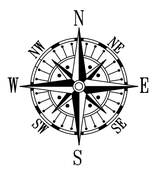


SECTION D-D

INLET APRON DETAIL

N.T.S.

COMPACT SOIL TO 100% OF THE STANDARD PROCTOR MAXIMUM DENSITY, AS DETERMINED BY AASHTO T-99, METHOD C, WITHIN FOOTPRINT OF CONCRETE APRON. SEE FDOT SPEC 120-10.2.



DRAINAGE DETAILS

SCALE :NTS

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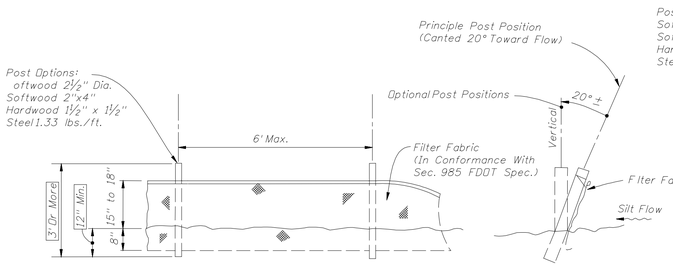
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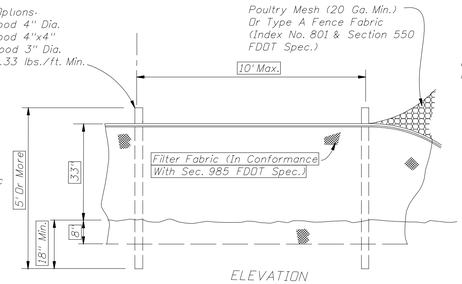
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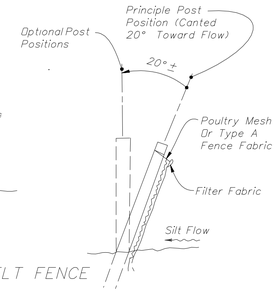
ELEVATION

SECTION

TYPE III SILT FENCE

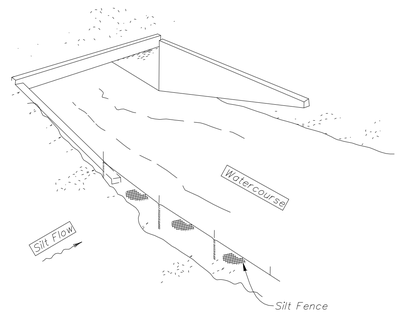


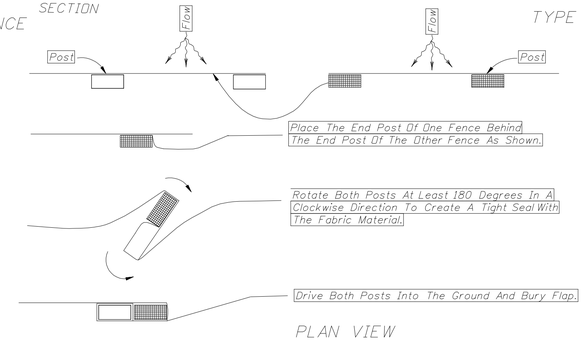
ELEVATION



SECTION

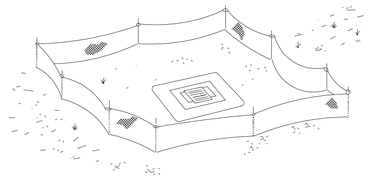
TYPE IV SILT FENCE



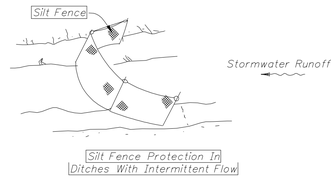


PLAN VIEW

JOINING TWO SILT FENCES



Silt Fence Protection
Around Ditch Bottom Inlets

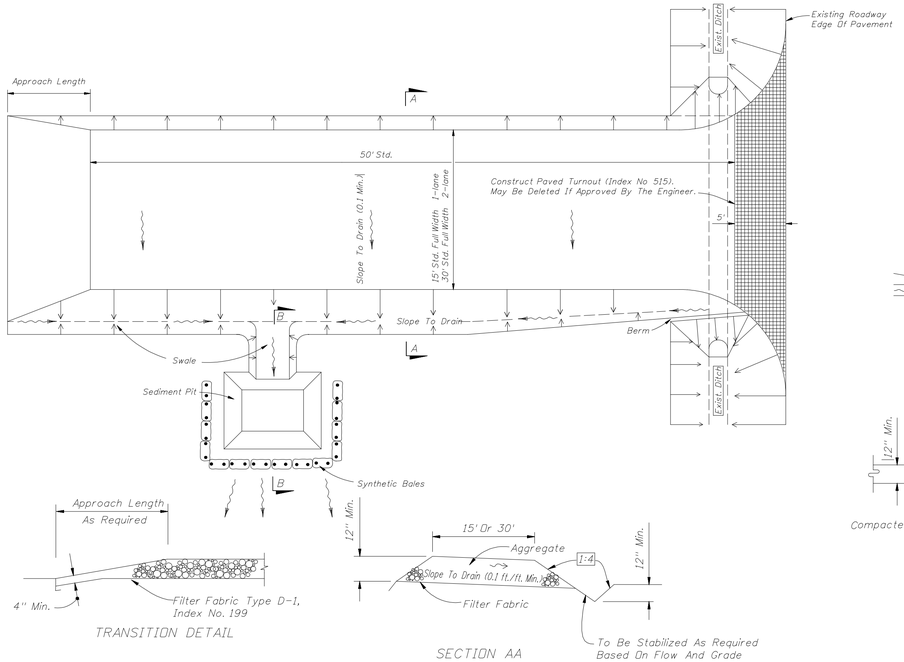


Silt Fence Protection In
Ditches With Intermittent Flow

SILT FENCE APPLICATIONS

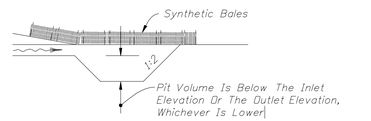
NOTES FOR SILT FENCES

1. Type III Silt Fence to be used at most locations. Where used in ditches, the spacing for Type III Silt fence shall be in accordance with Chart 1, Sheet 1.
2. Type IV Silt Fence to be used where large sediment loads are anticipated. Suggested use is where fill slope is 1:2 or steeper and length of slope exceeds 25 feet. Avoid use where the detained water may back into travel lanes or off the right of way.
3. Do not construct silt fences across permanent flowing watercourses. Silt fences are to be at upland locations and turbidity barriers used at permanent bodies of water.
4. Where used as slope protection, Silt Fence is to be constructed on 0% longitudinal grade to avoid channelizing runoff along the length of the fence.
5. Silt Fence to be paid for under the contract unit price for Staked Silt Fence, (LF).

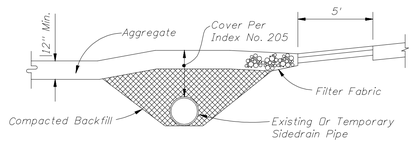


TRANSITION DETAIL

SECTION AA



SECTION BB



RURAL CONNECTION
DETAIL

SOIL TRACKING PREVENTION DEVICE

GENERAL NOTES

1. A Soil Tracking Prevention Device (STPD) shall be constructed at locations designated by the engineer for points of egress from unstabilized areas of the project to public roads where off-site tracking of mud could occur. Traffic from unstabilized areas of the construction project shall be directed thru a STPD. Barriers, flagging, or other positive means shall be used as required to limit and direct vehicular egress across the STPD.
2. The Contractor may propose an alternative technique to minimize off-site tracking of sediment. The alternative must be reviewed and approved by the Engineer prior to its use.
3. All materials spilled, dropped, or tracked onto public roads (including the STPD aggregate and construction mud) shall be removed daily, or more frequently if so directed by the Engineer.
4. Aggregates shall be as described in Section 901 excluding 901-2.3. Aggregates shall be FDOT size #1. If this size is not available, the next available smaller size aggregate may be substituted with the approval of the Engineer. Sizes containing excessive small aggregate will track off the project and are unsuitable.
5. The sediment pit should provide a retention volume of 3600 cubic feet/acre of surface area draining to the pit. When the STPD is isolated from other drainage areas, the following pit volumes will satisfy this requirement:
   15' x 50'=100 ft.³ 30' x 50'=200 ft.³
   As an option to the sediment pit, the width of the swale bottom can be increased to obtain the volume. When the sediment pit or swale volume has been reduced to one half, it shall be cleaned. When a swale is used, synthetic bales or silt fence shall be placed along the entire length.
6. The swale ditch draining the STPD shall have a 0.02% minimum and a 1.0% maximum grade along the STPD and to the sediment pit.
7. Mitered end sections are not required when the sidedrain pipe satisfies the clear zone requirements.
8. The STPD shall be maintained in a condition that will allow it to perform its function. To prevent off-site tracking, the STPD shall be rinsed (daily when in use) to move accumulated mud downward thru the stone. Additional stabilization of the vehicular route leading to the STPD may be required to limit the mud tracked.
9. A STPD shall be paid for under the contract unit price for Soil Tracking Prevention Device, EA. The unit price shall constitute full compensation for construction, maintenance, replacement of materials, removal, and restoration of the area utilized for the STPD; including but not limited to excavation, grading, temporary pipe (including MES when required), filter fabric, aggregate, paved turnout (including asphalt and base construction), ditch stabilization, approach route stabilization, sediment removal and disposal, water, rinsing and cleaning of the STPD and cleaning of public roads, grassing and sod. Synthetic Bale or Bale Type Barrier shall be paid for under the contract unit price for Synthetic Bales, LF. Silt fence shall be paid for under the contract unit price for Staked Silt Fence, LF.
0. The nominal size of a standard STPD is 15' x 50' unless otherwise shown in the plans. If the volume of entering and existing vehicles warrant, a 30' width STPD may be used if approved by the Engineer. When a double width (30') STPD is used, the pay quantity shall be 2 for each location.

TEMPORARY EROSION AND SEDIMENT CONTROL

Call 48 hours Before you dig!
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Sunshine State One Call Of Florida, Inc.

MAQSOOD M. NASIR
LICENCE NUMBER
63916

PROFESSIONAL ENGINEER
SEAL, SIGN AND DATE:

REVISION		
NO.	DATE	DESCRIPTION

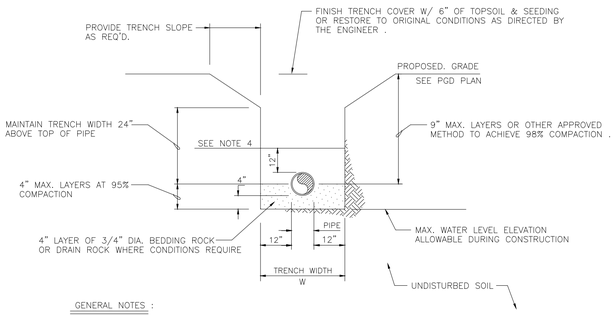
GENERAL CONTRACTOR NOTES

THIS SHEET OF DRAWING AND SPECIFICATIONS IS A PART OF THE CONTRACT DOCUMENT, PLEASE VERIFY ALL THE DETAILS WRITTEN ON EACH SHEET IN ORDER TO COMPLETE THE SCOPE OF WORK YOU ARE HIRED TO DO. FAILURE BY THE GENERAL CONTRACTOR TO FOLLOW THE DRAWING PLANS AND ITS SPECIFICATIONS SHALL NOT BE CAUSE FOR ADDITIONAL WORK BY THE ENGINEER.COORDINATION OF THE WORK, AND OF THE SUBCONTRACTORS IS THE RESPONSIBILITYOF THE GENERAL CONTRACTOR.

MASOOD M. NASIR, P.E
FL#63916
DIRECTOR, ENGINEERING SERVICES &
CONSTRUCTION MANAGEMENT
CITY OF LAUDERDALE LAKES
4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

CITY OF LAUDERDALE LAKES
CITYWIDE DRAINAGE
IMPROVEMENTS
NW 39TH STREET FROM NW
31 AVE TO NW 29 AVE

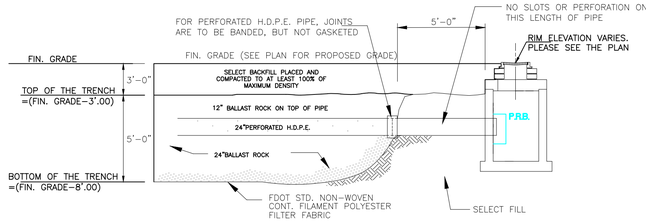
DATE: 12/12/2025
DRAWN BY MN
PROJECT NO. 2025-C306
REVISED BY NASIR
SHEET NO. D-3



GENERAL NOTES :

1. WHERE SOIL CONDITIONS CAN NOT BE MAINTAINED AS SHOWN ABOVE, PROVIDE APPROVED METHOD OF CONSTRUCTION .
2. SHEETING WILL BE REQUIRED AS DETERMINED IN THE FIELD .
3. COMPACTION PERCENTAGES SHOWN REFER TO AASHTO T-180 .
4. MECHANICAL COMPACTION NOT ALLOWED BELOW THIS LEVEL (SEE DETAIL) .
5. PVC PIPE TO HAVE ROCK BACKFILL TO CENTERLINE OF PIPE (SEE DETAIL) .

STANDARD TRENCH DETAIL



EXFILTRATION NOTES:

1. PLASTIC FILTER FABRIC (AT EACH SIDE, TOP & BOTT.) SHALL BE USED IN SANDY AREAS AS NOTED ON PLANS AND/OR DIRECTED BY THE ENGINEER.
2. AFTER THE BALLAST ROCK HAS BEEN PLACED TO THE PROPER ELEVATION IT SHALL BE CAREFULLY WASHED DOWN WITH CLEAN WATER IN ORDER TO ALLOW FOR INITIAL SETTLEMENT THAT MAY OCCUR. (BALLAST ROCK - 3/4" or #57)

TYPICAL EXFILTRATION TRENCH DETAIL

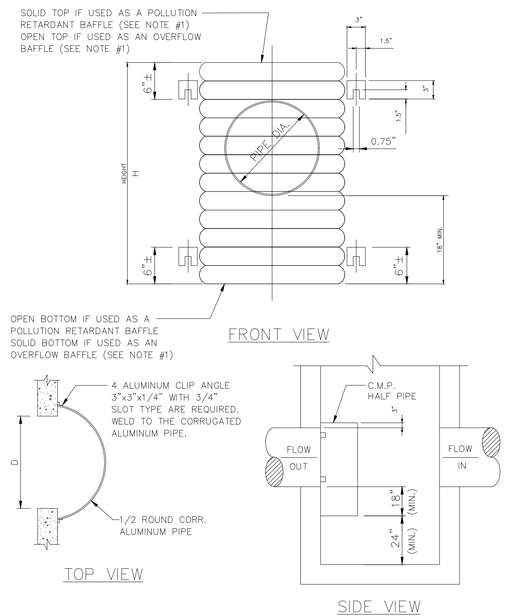
STANDARD DIMENSIONS		
PIPE DIA.	D (INCHES)	T (GAUGE)
10"	15"	16
15"	24"	16
18"	30"	16
24"	36"	16
30"	42"	14
36"	48"	14
42"	54"	14

NOTES:

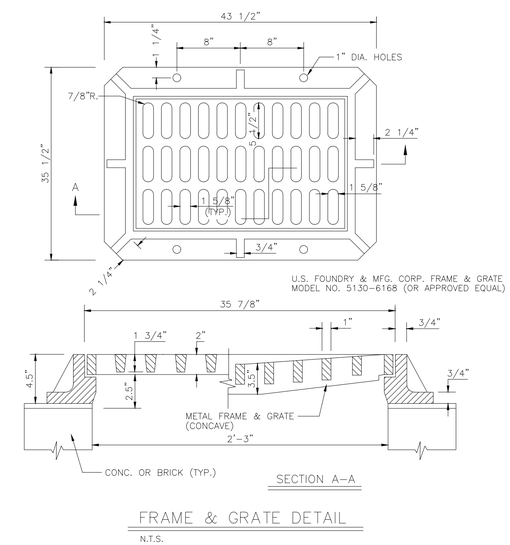
1. ALUMINUM SHEET OF SAME THICKNESS (GAGE) AS PIPE SHALL BE WELDED TO CLOSE OPENING.
2. BAFFLE SHALL BE AS MANUFACTURED BY SOUTHERN CULVERT OR ENGINEER'S APPROVED EQUAL.
3. NEOPRENE GASKET (3/8"x 2") SHALL BE INSTALLED AT ALL BAFFLES.
4. ANCHOR W/ 1/2" GALV. LAG-BOLT IN LEAD SHIELD (TYP.)
5. GRATING SHALL BE OFFSET, IF STRUCTURE IS USED AS OVERFLOW

NOTE:

18"MIN. FROM PIPE INVERT TO BOTTOM OF BAFFLE., AND
24"MIN. FROM BOTTOM OF BAFFLE TO BOTTOM OF DRAINAGE STRUCTURE



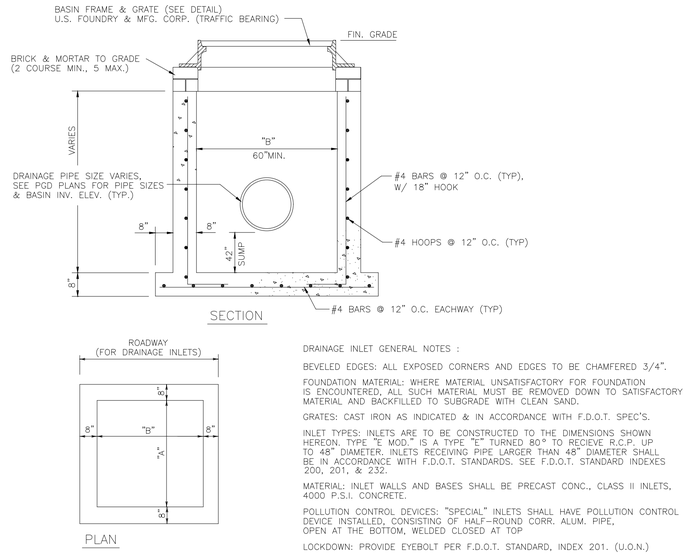
POLLUTION RETARDANT BAFFLE



FRAME & GRATE DETAIL

N.T.S.

FRAME / GRATE DETAIL



DRAINAGE INLET GENERAL NOTES :

BEVELED EDGES: ALL EXPOSED CORNERS AND EDGES TO BE CHAMFERED 3/4".

FOUNDATION MATERIAL: WHERE MATERIAL UNSATISFACTORY FOR FOUNDATION IS ENCOUNTERED, ALL SUCH MATERIAL MUST BE REMOVED DOWN TO SATISFACTORY MATERIAL AND BACKFILLED TO SUBGRADE WITH CLEAN SAND.

GRATES: CAST IRON AS INDICATED & IN ACCORDANCE WITH F.D.O.T. SPEC'S.

INLET TYPES: INLETS ARE TO BE CONSTRUCTED TO THE DIMENSIONS SHOWN HEREON. TYPE "E MOD." IS A TYPE "E" TURNED 80° TO RECIEVE R.C.P. UP TO 48" DIAMETER. INLETS RECEIVING PIPE LARGER THAN 48" DIAMETER SHALL BE IN ACCORDANCE WITH F.D.O.T. STANDARDS. SEE F.D.O.T. STANDARD INDEXES 200, 201, & 232.

MATERIAL: INLET WALLS AND BASES SHALL BE PRECAST CONC., CLASS II INLETS, 4000 P.S.I. CONCRETE.

POLLUTION CONTROL DEVICES: "SPECIAL" INLETS SHALL HAVE POLLUTION CONTROL DEVICE INSTALLED, CONSISTING OF HALF-ROUND CORR. ALUM. PIPE, OPEN AT THE BOTTOM, WELDED CLOSED AT TOP

LOCKDOWN: PROVIDE EYEBOLT PER F.D.O.T. STANDARD, INDEX 201. (U.O.N.)

CATCH BASIN DETAIL

DRAINAGE DETAILS
SCALE : NTS

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Sunshine State One Call Of Florida, Inc.

MAQSOOD M. NASIR
LICENCE NUMBER
63916

PROFESSIONAL ENGINEER
SEAL, SIGN AND DATE:

REVISION		
NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		

GENERAL CONTRACTOR NOTES

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MASOOD M. NASIR, P.E
FL#63916
DIRECTOR, ENGINEERING SERVICES &
CONSTRUCTION MANAGEMENT
CITY OF LAUDERDALE LAKES
4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

NW 39 STREET
DRAINAGE IMPROVEMENTS
FROM NW 34 WAY TO NW 31 AVE
CITY OF LAUDERDALE LAKES

DATE:	12/12/2025
DRAWN BY	MN
PROJECT NO.	2025-C306
REVISED BY	NASIR
SHEET NO.	**C-9**

SKETCH OF SURVEY
TOPOGRAPHIC SURVEY

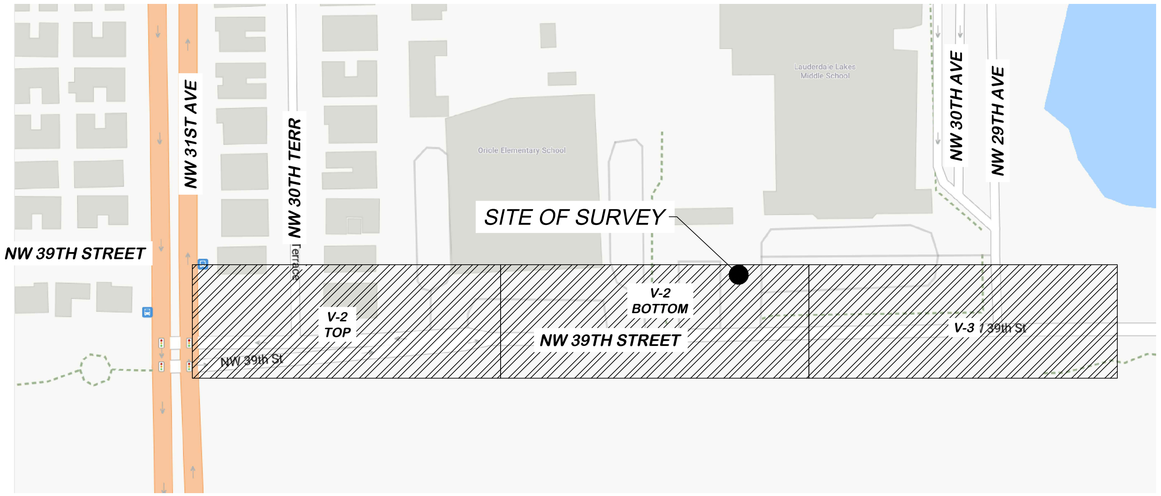
NOTE: The undersigned and CRAVEN THOMPSON & ASSOCIATES, INC. make no representations or guarantees as to the information reflected hereon pertaining to easements, right-of-way, set back lines, reservations, agreements and other similar matters, and this instrument is not intended to reflect or set forth all such matters. Such information should be obtained and further, confirmed by others through appropriate title verification.
NOTE: Lands shown hereon were not abstracted for right-of-way and/or easements of record.

DATE:	11/25/25
SCALE:	N/A
DRAWN BY:	ANL
CHECKED BY:	RY
FIELDBOOK:	3310
PAGE(S):	40-47

BY:	DESCRIPTION:	DATE:
	1	

SURVEYOR'S NOTES:

1. THIS TOPOGRAPHIC SURVEY WAS PREPARED IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR SURVEYING ESTABLISHED BY THE BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODES, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.
2. THIS SURVEY MAP AND REPORT OR COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL SEAL OR A UNIQUE ELECTRONIC SIGNATURE OF A FLORIDA LICENSED PROFESSIONAL SURVEYOR AND MAPPER UNDER CHAPTER RULES 5J-17.061 & 5J-17.062 FLORIDA ADMINISTRATIVE CODE.
3. THE EXPECTED USE OF THIS SURVEY IS TO PROVIDE TOPOGRAPHIC ELEVATIONS AND ABOVE GROUND FEATURES OF A PORTION OF SECTION 20 TOWNSHIP 49 SOUTH, RANGE 42 EAST, AS DESCRIBED HEREON FOR THE CITY OF LAUDERDALE LAKES, FLORIDA.
4. A SEARCH OF THE PUBLIC RECORDS FOR OWNERSHIP, EASEMENTS, RIGHTS-OF-WAY, OR OTHER MATTERS OF RECORD WAS NOT PERFORMED BY CRAVEN THOMPSON & ASSOCIATES, INC. THERE MAY BE ADDITIONAL INFORMATION RECORDED IN THE PUBLIC RECORDS THAT IS NOT SHOWN HEREON. FOR FURTHER INFORMATION, CONTACT A QUALIFIED TITLE COMPANY OR CONSULT THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.
5. THE BEARINGS SHOWN HEREON ARE BASED ON THE CALCULATED BEARING SOUTH 88°36'21" WEST, ALONG THE CENTERLINE OF THE 93' RIGHT-OF-WAY FOR NORTHWEST 39TH STREET, AS SHOWN ON O.R.B: 49553, PG: 1350 OF PUBLIC RECORDS OF BROWARD COUNTY.
6. THIS SURVEY DRAWING HORIZONTAL PROJECTION ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (NAD 83/11) 2011 PROJECTION, STATE PLANE, FLORIDA EAST ZONE, U.S. SURVEY FEET
7. THE ELEVATIONS SHOWN HEREON ARE BASED ON NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 1988), ESTABLISHED FROM THE NATIONAL GEODETIC SURVEY CONTROL MONUMENT DATA SHEET, A BRASS DISC IN CONCRETE STAMPED "Q 664", WITH AN ELEVATION=7.41 FEET (NAVD88).
8. THIS MAP IS INTENDED TO BE DISPLAYED AT A SCALE 1"=20' FOR SHEET V2 AND V3, HORIZONTAL FEATURE LOCATIONS ARE TO THE CENTER OF THE SYMBOL AND MAY BE ENLARGED FOR CLARITY AND MAY NOT REPRESENT THE ACTUAL SIZE OR SHAPE OF THE FEATURE
9. THIS SURVEY CONSISTS OF 3 SHEETS AND EACH SHEET SHALL NOT BE CONSIDERED FULL, VALID AND COMPLETE UNLESS ATTACHED TO THE OTHERS.
10. IRRIGATION FEATURES, SUCH AS SPRINKLERS, ARE NOT SHOWN HEREON.
11. SUBSURFACE FEATURES ARE NOT SHOWN HEREON. THIS SITE COULD HAVE UNDERGROUND INSTALLATIONS THAT ARE NOT SHOWN HEREON. BEFORE DESIGN, CONSTRUCTION, OR EXCAVATION CONTACT 811 AND/OR THE APPROPRIATE UTILITY COMPANIES FOR FIELD VERIFICATION OF UTILITIES.
12. THE DIMENSIONS SHOWN HEREON ARE BASED UPON U.S. SURVEY FEET AND FRACTIONAL PARTS THEREOF.
13. THE SURVEYOR DID NOT INSPECT THIS PROPERTY FOR ENVIRONMENTAL HAZARDS.
14. THE INFORMATION DEPICTED ON THIS SKETCH OF SURVEY REPRESENTS THE RESULTS OF A FIELD SURVEY ON THE DATE INDICATED ON THE BORDER OF THE DRAWING AND CAN ONLY BE CONSIDERED VALID FOR THIS DATE AND INDICATES THE GENERAL CONDITIONS EXISTING AT THE TIME OF THE FIELD SURVEY. THIS SKETCH OF SURVEY CANNOT BE RELIED UPON BY PERSONS OR ENTITIES OTHER THAN THOSE PERSONS OR ENTITIES CERTIFIED TO HEREON. ADDITIONS OR DELETIONS TO THIS SURVEY AND/OR REPORTS BY PEOPLE OR PERSONS OTHER THAN THE SIGNING PARTIES ARE PROHIBITED WITHOUT PRIOR WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.THE INFORMATION CONTAINED IN THIS DOCUMENT WAS PREPARED BY CRAVEN THOMPSON & ASSOCIATES, INC. (CTA). CTA HAS TAKEN PRECAUTIONS TO ENSURE THE ACCURACY OF THIS DOCUMENT AND THE DATA REFLECTED HEREIN. CTA CANNOT NOT GUARANTEE THAT ALTERATIONS AND/OR MODIFICATIONS WILL NOT BE MADE TO THE DATA CONTAINED IN THIS DOCUMENT BY OTHERS AFTER IT LEAVES OUR POSSESSION. THIS DOCUMENT MUST BE COMPARED TO THE ORIGINAL HARD COPY (WHICH BEARS THE SURVEYOR'S CERTIFICATION SEAL) TO ENSURE THE ACCURACY OF THE INFORMATION CONTAINED HEREON AND TO FURTHER ENSURE THAT ALTERATIONS AND/OR MODIFICATIONS HAVE NOT BEEN MADE. CTA MAKES NO WARRANTIES, EXPRESSED OR IMPLIED, CONCERNING THE ACCURACY OF THE INFORMATION CONTAINED IN THIS OR ANY DOCUMENT TRANSMITTED OR REVIEWED BY COMPUTER OR OTHER ELECTRONIC MEANS. CONTACT CTA FOR VERIFICATION OF ACCURACY.
15. THIS FIRM HAS IDENTIFIED THE VARIOUS TYPES OF TREES LOCATED ON THIS SITE BASED ON COMMON KNOWLEDGE OF TREE SPECIES. FOR POSITIVE IDENTIFICATION OF TREE SPECIES A QUALIFIED LANDSCAPE ARCHITECT OR BOTANIST SHOULD BE CONSULTED. TREES THREE (3") CALIPER INCHES OR LARGER, WHEN MEASURED AT BREAST HEIGHT, ARE SHOWN ON THE SURVEY DRAWING. HEDGES AND GROUND COVER ARE NOT SHOWN THE SURVEY DRAWING. EXOTIC TREES SUCH AS MELALEUCA, BRAZILIAN PEPPER, AND AUSTRALIAN PINE ARE NOT SHOWN ON THE SURVEY DRAWING.
16. CERTAIN FEATURES ARE REPRESENTED BY THE SYMBOLS REFLECTED IN THIS MAP. THE LEGEND OF FEATURES MAY HAVE BEEN ENLARGED FOR CLARITY AND MAY NOT REPRESENT THE ACTUAL SHAPE OR SIZE OF THE FEATURE. THE SYMBOLS HAVE BEEN PLOTTED AT THE APPROXIMATE CENTER OF THE FEATURE BASED UPON THE FIELD LOCATION.
17. AERIAL IMAGES SHOWN IN THE BACKGROUND OF SHEETS V-2 THROUGH V-3 ARE REFERENCED FROM THAT BROWARD RGB MOSAIC FILE LISED BY CRAVEN THOMPSON & ASSOCIATES, INC., AND ARE ONLY SHOWN TO ENHANCE THIS SURVEY PRODUCT. SAID AERIAL IMAGES MAY NOT NOT BE ACCURATE AND MAYBE OUTDATED.
18. DUE TO RECENT CONSTRUCTION, THIS FIRM WAS UNABLE TO RECOVER ANY PROPERTY CORNERS WITHIN THE HEREON DESCRIBED PARCEL OF LAND. RIGHT OF WAY LINES SHOWN ARE SHOWN AS BEST FIT, BASED ON RECENT WORK DONE IN THIS GENERAL AREA AND ALIGNING WITH EXISTING FENCES AND WALLS.



LOCATION MAP
(NOT TO SCALE)

TREE TABLE	
TREE #	DESCRIPTION
TR 91	10" PALM SABAL BH= 12'
TR 92	12" PALM SABAL BH= 12'
TR 93	12" PALM SABAL BH= 12'
TR 94	12" PALM SABAL BH= 18'
TR 95	12" PALM SABAL BH= 15'
TR 96	10" PALM SABAL BH= 10'
TR 97	12" PALM SABAL BH= 14'
TR 98	12" PALM SABAL BH= 12'
TR 99	10" PALM SABAL BH= 12'
TR 100	14" PALM SABAL BH= 14'
TR 101	12" PALM SABAL BH= 14'
TR 102	12" PALM SABAL BH= 12'
TR 103	14" PALM SABAL BH= 10'
TR 104	10" PALM SABAL BH= 9'
TR 105	12" PALM SABAL BH= 12'
TR 106	12" PALM SABAL BH= 10'
TR 107	14" PALM SABAL BH= 13'
TR 108	12" PALM SABAL BH= 10'
TR 109	12" PALM SABAL BH= 10'
TR 110	8" SHADE OAK
TR 111	4" SHADE SILVER BUTTONWOOD
TR 112	4" SHADE SILVER BUTTONWOOD
TR 113	4" SHADE SILVER BUTTONWOOD
TR 114	10" SHADE OAK
TR 115	12" PALM SABAL BH= 12'
TR 116	12" PALM SABAL BH= 10'
TR 117	14" PALM SABAL BH= 12'
TR 118	14" PALM SABAL BH= 16'
TR 119	14" PALM SABAL BH= 12'
TR 120	12" PALM SABAL BH= 12'
TR 121	10" PALM SABAL BH= 12'

TREE TABLE	
TREE #	DESCRIPTION
TR 122	14" PALM SABAL BH= 18'
TR 123	8" SHADE OAK
TR 124	4" SHADE GUMBO LIMBO
TR 125	4" SHADE GUMBO LIMBO
TR 126	4" SHADE GUMBO LIMBO
TR 128	4" SHADE GUMBO LIMBO
TR 129	12" PALM SABAL BH= 9'
TR 130	14" PALM SABAL BH= 16'
TR 131	12" PALM SABAL BH= 13'
TR 132	12" PALM SABAL BH= 10'
TR 133	12" PALM SABAL BH= 10'
TR 134	12" PALM SABAL BH= 10'
TR 135	3" SHADE SILVER BUTTONWOOD
TR 136	3" SHADE SILVER BUTTONWOOD
TR 137	3" SHADE SILVER BUTTONWOOD
TR 138	10" SHADE OAK
TR 139	8" SHADE OAK
TR 140	3" SHADE SILVER BUTTONWOOD
TR 141	3" SHADE SILVER BUTTONWOOD
TR 142	3" SHADE SILVER BUTTONWOOD
TR 143	3" SHADE SILVER BUTTONWOOD
TR 144	3" SHADE SILVER BUTTONWOOD
TR 145	3" SHADE SILVER BUTTONWOOD
TR 146	14" PALM SABAL BH= 14'
TR 147	14" PALM SABAL BH= 14'
TR 148	10" PALM SABAL BH= 20'
TR 149	12" PALM SABAL BH= 22'
TR 150	12" PALM SABAL BH= 14'
TR 151	3" SHADE SILVER BUTTONWOOD
TR 152	3" SHADE SILVER BUTTONWOOD

SEE SHEETS V-2 AND V-3 FOR SITE TOPOGRAPHIC INFORMATION

CONTROL LEGEND:

- BENCHMARK
- NAIL & DISC
- IRON PIPE
- IRON ROD

LEGEND:

- BACK FLOW PREVENTER
- BOLLARD
- CABLE TELEVISION PEDESTAL
- CATCH BASIN
- CLEAN OUT
- CURB INLET
- DECORATIVE LIGHT POLE
- ELECTRICAL METER
- ELECTRICAL PULL BOX
- POINT OF CONTINUATION
- FIRE HYDRANT
- FORCE MAIN VALVE
- CONCRETE POWER POLE
- IRRIGATION CONTROL VALVE
- SIGN
- SANITARY MANHOLE
- SHADE TREE (REFER TO TREE TABLE)
- PALM TREE (REFER TO TREE TABLE)
- PAYPHONE
- PEDESTRIAN CROSSING SIGNAL
- TRAFFIC POLE
- WATER METER
- WATER VALVE
- GUY ANCHOR
- WOOD POWER POLE
- FIBER OPTIC PULL BOX
- TELEPHONE PULL BOX
- TELEPHONE PEDESTAL
- TRASH CAN (ROUND)
- WOOD POWER POLE W/ LIGHT
- STORM LINE
- SANITARY LINE
- OVERHEAD WIRES
- ALUMINUM FENCE
- TOE OF SLOPE
- CHAIN LINK FENCE
- TOP OF BANK
- HARD SURFACE ELEVATIONS
- SOFT SURFACE ELEVATIONS

ABBREVIATIONS:

B.C.R.	BROWARD COUNTY RECORDS
BOS	BOTTOM OF STRUCTURE
BH	BUD HEIGHT
℄	CENTERLINE
C.L.F.	CHAIN LINK FENCE
CTA	CRAVEN & THOMPSON ASSOCIATES
CONC.	CONCRETE
CMP	CONCRETE METAL PIPE
ELEV.	ELEVATION
FND	FOUND
HDPE	HIGH DENSITY POLYETHYLENE PIPE
I.E.	INVERT ELEVATION
LB	LICENSED BUSINESS
NAD	NORTH AMERICAN DATUM
NAVD 88	NORTH AMERICAN VERTICAL DATUM OF 1988
N/A	NOT APPLICABLE
O.R.B.	OFFICIAL RECORD BOOK
P.B.	PLAT BOOK
PSM	PROFESSIONAL SURVEYOR AND MAPPER
PG.	PAGE
PVC	POLYVINYL CHLORIDE PIPE
RCP	REINFORCED CONCRETE PIPE
R.E	RIM ELEVATION
R/W	RIGHT OF WAY
TELE	TELEPHONE
TR	TREE NUMBER (REFER TO TREE TABLE)
TRAV	TRAVERSE
TYP.	TYPICAL
W/	WITH

LEGAL DESCRIPTION:

ALL OF THE 93 FOOT RIGHT-OF-WAY FOR N.W. 39th STREET AS RECORDED IN OFFICIAL INSTRUMENT #111356352 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.

TOGETHER WITH:

THAT PORTION OF THE NORTHWEST ONE-QUARTER (NW1/4) OF SECTION 20, TOWNSHIP 49 SOUTH, RANGE 42 EAST, ADJACENT TO AND LYING 35 FEET MORE OR LESS WEST OF THE WEST LINE OF SAID 93 FOOT RIGHT OF WAY.

TOGETHER WITH:

THAT PORTION OF THE RIGHT OF WAY FOR N.W. 39th STREET AS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 48241, PAGE 1701 OF SAID PUBLIC RECORDS, LYING ADJACENT TO AND WITHIN 85 FEET MORE OR LESS EAST OF THE EAST LINE OF SAID 93 FOOT RIGHT OF WAY.

SAID LANDS, LYING AND SITUATE IN THE CITY OF LAUDERDALE LAKES, BROWARD COUNTY, FLORIDA.

CERTIFICATE:

I HEREBY CERTIFY THAT THIS TOPOGRAPHIC SURVEY AND OTHER PERTINENT DATA SHOWN HEREON, OF THE ABOVE DESCRIBED PROPERTY, CONFORMS TO THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN THE STATE OF FLORIDA, AS OUTLINED IN CHAPTER 5J-17, (FLORIDA ADMINISTRATIVE CODE) AS ADOPTED BY DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS, PURSUANT TO CHAPTER 472.027, FLORIDA STATUTES AND THAT SAID SURVEY IS TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE AND BELIEF.

LAST DAY OF FIELD WORK: 11/25/2025

CRAVEN THOMPSON & ASSOCIATES, INC.
LICENSED BUSINESS NUMBER #271

RAYMOND YOUNG- PSM- FOR THE FIRM
PROFESSIONAL SURVEYOR AND MAPPER NO 5799
STATE OF FLORIDA
THIS SKETCH AND DESCRIPTION OR COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OR A UNIQUE ELECTRONIC SIGNATURE OF A FLORIDA LICENSED PROFESSIONAL SURVEYOR AND MAPPER UNDER CHAPTER RULES 5J-17.061 & 5J-17.062 FLORIDA ADMINISTRATIVE CODE.

CRAVEN • THOMPSON AND ASSOCIATES, INC.
ENGINEERS • PLANNERS • SURVEYORS
3563 N.W. 53RD STREET, FORT LAUDERDALE, FLORIDA 33309
FAX: (954) 739-6409 TEL.: (954) 739-6400
FLORIDA LICENSED ENGINEERING, SURVEYING & MAPPING BUSINESS No. 271
FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS No. 0000114

MATERIAL SHOWN HEREON IS THE PROPERTY OF CRAVEN, THOMPSON & ASSOCIATES, INC. AND SHALL NOT BE REPRODUCED IN WHOLE, OR IN PART WITHOUT PERMISSION OF CRAVEN THOMPSON & ASSOCIATES, INC.

LAUDERDALE LAKES SITE #6
NORTHWEST 39TH STREET
FORT LAUDERDALE, FLORIDA, 33309

PREPARED FOR:
CITY OF LAUDERDALE LAKES

TOPOGRAPHIC SURVEY

SEAL

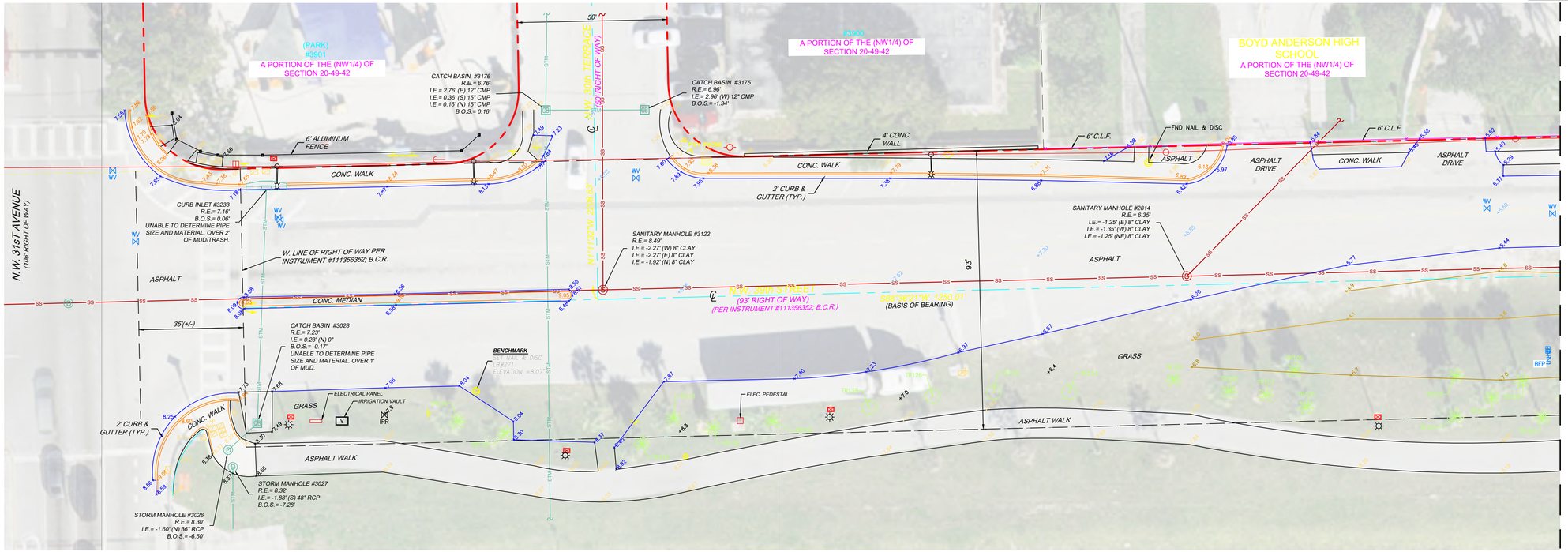
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V-1
SHEET 1 OF 3

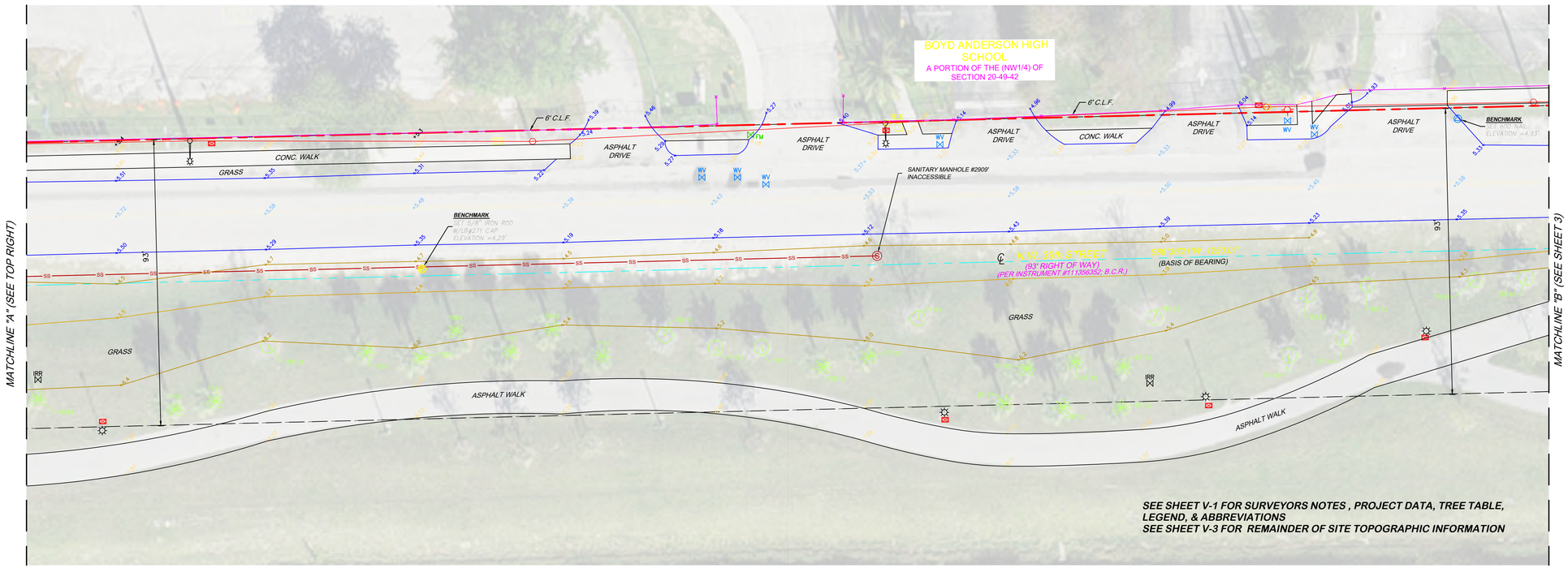
C:\Users\syedz\Downloads\ACAD-25-0051-001-01_SITE 6 - Standard\25-0051-001-01_SITE 6 SHEETS.dwg [SITE 6_NOTES] Dec 15, 2025 4:46pm SYEDZ

SKETCH OF SURVEY
TOPOGRAPHIC SURVEY

NOTE: The undersigned and CRAVEN THOMPSON & ASSOCIATES, INC. make no representations or guarantees as to the information reflected hereon pertaining to easements, right-of-way, set back lines, reservations, agreements and other similar matters, and this instrument is not intended to reflect or set forth all such matters. Such information should be obtained and further, confirmed by others through appropriate title verification.
NOTE: Lands shown hereon were not abstracted for right-of-way and/or easements of record.



0 20' 40'
GRAPHIC SCALE IN FEET



0 20' 40'
GRAPHIC SCALE IN FEET

SEE SHEET V-1 FOR SURVEYORS NOTES , PROJECT DATA, TREE TABLE, LEGEND, & ABBREVIATIONS
SEE SHEET V-3 FOR REMAINDER OF SITE TOPOGRAPHIC INFORMATION

DATE:	11/25/25
SCALE:	1"=20'
DRAWN BY:	ANL
CHECKED BY:	RY
FIELDBOOK:	3310
PAGE(S):	40-47

BY:	DATE:	DESCRIPTION:
1		

CRAVEN - THOMPSON AND ASSOCIATES, INC.
ENGINEERS • PLANNERS • SURVEYORS
3563 N.W. 53RD STREET, FORT LAUDERDALE, FLORIDA 33309
TEL.: (954) 739-6400
FAX: (954) 739-6409
FLORIDA LICENSED ENGINEERING, SURVEYING & MAPPING BUSINESS No. 271
FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS No. C000114

MATERIAL SHOWN HEREON IS THE PROPERTY OF CRAVEN THOMPSON & ASSOCIATES, INC. AND SHALL NOT BE REPRODUCED IN WHOLE OR IN PART, WITHOUT THE WRITTEN PERMISSION OF CRAVEN THOMPSON & ASSOCIATES, INC.

LAUDERDALE LAKES SITE #6
NORTHWEST 39TH STREET
FORT LAUDERDALE, FLORIDA, 33309

PREPARED FOR:
CITY OF LAUDERDALE LAKES

TOPOGRAPHIC SURVEY

SEAL

PROJECT NO.
25-0051-001-01

V-2

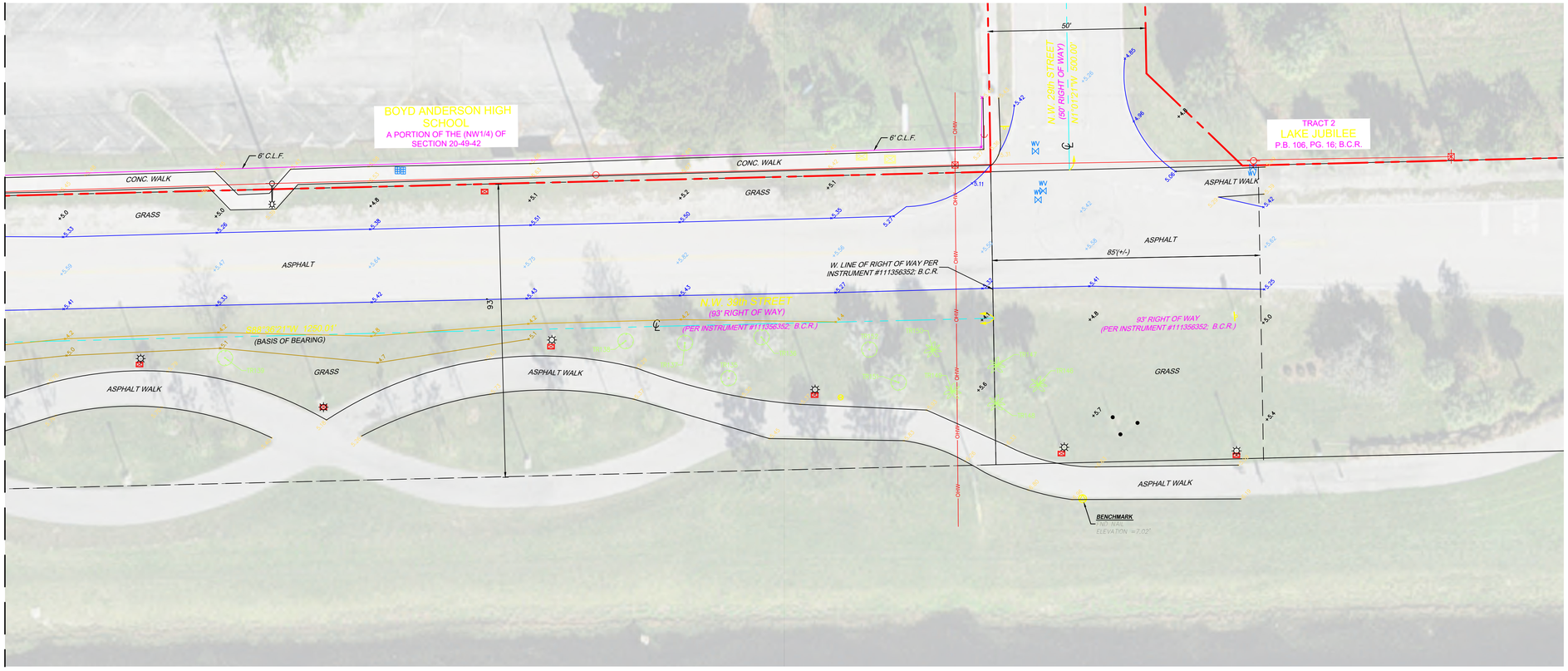
SHEET 2 OF 3

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SKETCH OF SURVEY
TOPOGRAPHIC SURVEY

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0 20' 40'
GRAPHIC SCALE IN FEET



MATCHLINE "B" (SEE SHEET 3)

SEE SHEET V-1 FOR SURVEYORS NOTES , PROJECT DATA, TREE TABLE, LEGEND, & ABBREVIATIONS
SEE SHEET V-2 FOR REMAINDER OF SITE TOPOGRAPHIC INFORMATION

DATE:	11/25/25
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BY:	DATE:	DESCRIPTION:
		2

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LAUDERDALE LAKES SITE #6
NORTHWEST 39TH STREET
FORT LAUDERDALE, FLORIDA, 33309

PREPARED FOR:
CITY OF LAUDERDALE LAKES

TOPOGRAPHIC SURVEY

SEAL

PROJECT NO.
25-0051-001-01

V-3
SHEET 3 OF 3

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CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Yes Contract Requirement: Yes

Title

DISCUSSION REGARDING AUTHORIZING THE MAYOR AND CITY COMMISSION TO AWARD A CONTRACT FUNDED BY THE RESILIENCE GRANT (FDEP AGREEMENT# 22FRP22) TO THE LOWEST, RESPONSIBLE, RESPONSIVE VENDOR FOR CITYWIDE DRAINAGE IMPROVEMENTS PROJECT ALONG NW 39TH STREET FROM NW 34TH WAY TO NW 31ST AVENUE IN AN AMOUNT TOTALING NINETY THOUSAND DOLLARS ($90,000.00) PLUS A GENERAL CONTINGENCY WHICH WILL BE 10% OF THE CONSTRUCTION COST

Summary

This is a discussion to award a contract funded by the Resilience Grant (FDEP Agreement# 22FRP22) to the Lowest, Responsible, Responsive vendor following a solicitation on the City's OpenGov platform ITB26-6310-18B Citywide Drainage Improvements Project along NW 39th Street from NW 34th Way to NW 31st Avenue. The awarded amount is inclusive of a utility adjustment and a permitting contingency totaling $90,000.00 plus a general contingency which will be 10% of the construction cost.

Staff Recommendation

Background:

In an effort to enhance the city's drainage systems, the City of Lauderdale Lakes issued a solicitation for a Citywide Drainage Improvements Project along NW 39th Street from NW 34th Way to NW 31st Avenue which includes installation of a new drainage system, along with the repair and/or replacement of the roadway drainage system including the swale improvements throughout the project area as shown on the plans provided to vendors during the solicitation period for ITB26-6310-18B.

The scope of the project consists of the installation of approximately 1,350 linear feet of exfiltration trench drain with 24" perforated HDPE drainage pipe, 18" and 15" solid pipes on the roadway crossings. The scope includes installation of the drainage system according to the approved drainage plans and specifications.

All construction for this project is required to end *no later than* April 30th, 2026, at which time all work must be fully completed. No renewal terms are associated with this agreement. Any extension of time beyond the stated completion date shall require prior written approval from the City and will be granted only under circumstances deemed justified and in the best interest of the City.

The solicitation summary is as follows:

Advertised on the city's OpenGov Platform on.. December 15, 2025 2:00 PM
All bids were due on……January 9, 2026, 10:00 AM
Vendors Notified……..…16,410
Legal Ads posted in the Sun Sentinel Papers…November 18, 20 and 23, 2025
Downloaders…..……..…TBA
Submissions……TBA

The submissions received will be reviewed for compliance and staff will provide a recommendation at a subsequent meeting.

Recommended Action: City staff is recommending award of this contract in accordance with the City's Procurement Code, Section 82-356(A)(1) of the Lauderdale lakes procurement code which allows Competitive sealed bidding.

Funding Source:

Resilient Florida Grant Program funded by the Florida Division of Environmental Protection (FDEP)

Fiscal Impact:

Not available at the time of this publication

Sponsor Name/Department: Maqsood M. Nasir, Director of Engineering Services, Aazam Piprawala, Procurement Administrator

Meeting Date: 1/12/2026

ATTACHMENTS:

	Description	Type
🗋	ITB26-6310-18B	Backup Material
🗋	Construction Plans	Backup Material
🗋	C9 PLANS	Backup Material
🗋	Survey	Backup Material

INVITATION TO BID

ITB26-6310-18B CITYWIDE DRAINAGE IMPROVEMENTS (NW 39TH STREET FROM NW 34 WAY TO NW 31 AVENUE)

ITB NO.: TBD

CITY OF LAUDERDALE LAKES
Financial Services Department
4300 NW 36th Street
Lauderdale Lakes, FL 33319
Phone: (954) 535-2700
Fax: (954) 535-1892
Email: purchasing@lauderdalelakes.org

ALL PROPOSALS WILL BE RECEIVED VIA THE CITY'S ePROCUREMENT PORTAL AT: https://procurement.opengov.com/portal/lauderdalelakes

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8. WAIVERS
9. INSURANCE REQUIREMENTS
10. BID SCHEDULE
11. SUBMITTAL PACKAGE
12. CHECKLIST/VENDOR QUESTIONNAIRE
13. ATTACHMENTS

Attachments:

A - SLRF Requirements - Resilient FL

B - Construction Plans

C - Survey

D - Technical Specifications

E - Bid Schedule

F - Construction Plans-C-9

BB - Performance Bond

CC - Sample Construction Agreement

DD - Standard General Conditions of the Construction Contract

EE - Change Order Form

FF - Daily Construction Report

GG - Final Waiver, Receipt, and Release of Lien

HH - Certificate of Substantial Completion

II - Application and Certification for Payment

SOLICITATION INFORMATION

Solicitation Title: ITB26-6310-18B Citywide Drainage Improvements (NW 39th Street From NW 34 Way to NW 31 Avenue)

Purpose/Description:

The City of Lauderdale Lakes is seeking qualified, experienced, and licensed firm(s) to provide ITB26-6310-18B Citywide Drainage Improvements (NW 39th Street From NW 34 Way to NW 31 Avenue) in accordance with the terms, conditions and specifications contained in this Invitation To Bid (ITB). Bids will be due via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes on or before **10:00 am at Friday, January 9, 2026**. Late Bids will not be accepted.

Bid Published:	December 15, 2025
Pre-Bid Conference (Non-Mandatory):	December 22, 2025, 10:00am Lauderdale Lakes City Hall 4300 NW 36th Street Lauderdale Lakes, FL 33319 Gereffi Room, 2nd Floor
Deadline for Questions:	January 5, 2026, 5:00pm
ITB Close Date/Bids Due:	January 9, 2026, 10:00am
Anticipated Award Date:	January 27, 2026

Note:
*The City of Lauderdale Lakes reserves the right to delay and/or change the date for the Anticipated Award Date.

Point of Contact: Requests for Information related to this solicitation must be directed to:

Mr. Aazam Piprawala
Procurement Administrator

Please submit all written questions via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes.

Questions will only be accepted via the City's eProcurement portal.

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INVITATION TO BID (ITB)

The City of Lauderdale Lakes, Florida, hereinafter referred to as the "CITY", is hereby soliciting bids from qualified Contractors to provide **ITB26-6310-18B Citywide Drainage Improvements (NW 39th Street From NW 34 Way to NW 31 Avenue)** in accordance with the terms and conditions and specifications contained in this **Invitation To Bid (ITB) No. TBD.** Bids are to be submitted via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes **until 10:00 am Local Time, on Friday, January 9, 2026**, at which time this ITB will be publicly declared closed.

Please submit Proposals electronically via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Hard copies of the bids or proposals are no longer accepted.

Solicitation documents shall be obtained via the eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Bidders who obtain solicitation documents from other sources than https://procurement.opengov.com/portal/lauderdalelakes are cautioned that the solicitation package may be incomplete. Furthermore, all addenda will be posted and disseminated via the portal. **Deadline for Receipt of Proposals: Friday, January 9, 2026 at 10:00 am.**

Pre-Bid Conference: A Non-Mandatory pre-bid conference has been scheduled.

Electronic Proposal Openings. Please be advised that effective immediately, and until further notice, all Invitation to Bids, Request For Proposals, Request For Qualifications, and other solicitations led by the City of Lauderdale Lakes will be opened electronically via the eProcurement portal at the date and time indicated on the solicitation. All openings will be held on the https://procurement.opengov.com/portal/lauderdalelakes platform. The opening may be viewed in real time through a "Zoom Meeting" or similar type platform.

Bid Opening TBD ITB26-6310-18B Citywide Drainage Improvements (NW 39th Street From NW 34 Way to NW 31 Avenue). Friday, January 9, 2026, 10:00 am (America/New_York)

PURCHASING@LAUDERDALELAKES is inviting you to a scheduled Zoom meeting.
Join Zoom Meeting
https://us06web.zoom.us/j/84392704751?pwd=D0LiAkY9ZIAbLACPwZXgkNGRd6dSVb.1

Meeting ID: 843 9270 4751
Passcode: 678031

One tap mobile
+13052241968,,84392704751# US
+16469313860,,84392704751# US

Join instructions
https://us06web.zoom.us/meetings/84392704751/invitations?signature=9UCY39vPQYp6PP_yx34sKdBK4nvL5y2a7M6JPgwjMy4

Bonding Requirements. This project requires a Bid Bond of 5% of the Bid amount. In addition, a Performance and Payment Bond at 100% of the contract amount is required.

Include a five percent (5%) Bid Bond. Failure to provide a Bid guarantee will result in automatic rejection of your Bid. All required Bonds must be submitted on the CITY'S Bond forms, included in this document. (Failure to properly complete and sign this document shall cause the Bid submittal to be rejected as non-responsive.) Please see the Vendor Questionnaire section for where to upload the Bid Bond documents. **As per section 5.1.2 of our Standard General Conditions, the Bond shall be payable to the CITY, and be at the sole cost of the CONTRACTOR.**

Cost of Bond is non-reimbursable.

Acceptance and Rejections: The City of Lauderdale Lakes, Florida, reserves the right to reject any and all bids, waive informalities, re-advertise and award the Contract in its best interest.

Prohibition Against Lobbying: Please be advised that this solicitation is subject to the City of Lauderdale Lakes' Purchasing Code Section 82-366, Ethics in Public Contracting, prohibiting communication related to this solicitation except with the designated representative during the formal solicitation process.

City of Lauderdale Lakes, Florida

By: 

Mr. Aazam Piprawala, CERT SCM.

Procurement Administrator, Financial Services

Advertisement Dates: December 17th, 2025 / December 19th, 2025 / December 21st, 2025

SCOPE OF SERVICES

Scope of Services

The City of Lauderdale Lakes Citywide Drainage Improvements Project (Project) includes installation of a new drainage system, along with the repair and/or replacement of the roadway drainage system including the swale improvements throughout the project area as shown on the plan.

The scope of the project consists of the installation of approximately about 1,800 linear feet of exfiltration trench drain with 24" perforated HDPE drainage pipe and 15-inch solid pipes on the roadway crossings. The scope includes installation of the drainage system according to the approved drainage plans and specifications. The scope also includes regrading of the swale area for positive towards the inlets. The project location is shown on the plan.

Improvements include: drainage installation and roadway reconstruction as needed. The City of Lauderdale Lakes, Florida is seeking a General Contractor to provide construction services for the **NW 39th Street From NW 34 Way to NW 31 Avenue** Drainage Improvements Project per the attached plans and technical specifications.

Project Location

The project location extends along NW 39th Street From NW 34 Way to NW 31 Avenue within the City of Lauderdale Lakes.

Please Note: All construction for this project is required to end *no later than* May 31th, 2026.

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GENERAL CONDITIONS

Please reference the ATTACHMENTS for the Definitions and Standard General Conditions of the Construction Contract.

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TERM OF CONTRACT

The City intends to award a one-time service contract for the Citywide Drainage Improvements Project. The ***anticipated*** commencement of the project is **January 2026**. The contract shall commence upon final execution by the City and shall remain in effect through **April 30, 2026**, at which time all work must be fully completed. No renewal terms are associated with this agreement. Any extension of time beyond the stated completion date shall require prior written approval from the City and will be granted only under circumstances deemed justified and in the best interest of the City.

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INQUIRIES/AVAILABILITY

Inquiries concerning Proposal Submittals should be submitted via the eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes.

Solicitation documents shall be downloaded from the eProcurement portal at: https://procurement.opengov.com/portal/lauderdalelakes.

CONTACT WITH PERSONNEL OF THE CITY OF LAUDERDALE LAKES OTHER THAN THE DESIGNATED REPRESENTATIVE REGARDING THIS REQUEST FOR PROPOSALS MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.

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SUBMITTAL INFORMATION: How, When & Where

Responses MUST be submitted electronically via the City's eProcurement portal at https://procurement.opengov.com/portal/lauderdalelakes. Vendor guides on how to register and submit responses can be found here: https://opengov.my.site.com/support/s/article/ca6d1285-1e48-4a21-bb0d-715edb7794ed. You must be a planholder in order to submit a response. Responses received electronically will remain sealed or unopened until the request for proposal is declared closed.

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WAIVERS

The CITY in its sole discretion, reserves the right to reject any and all proposals, accept any proposal or any combination of proposals or waive any minor irregularity or technicality in proposals received and may, at its sole discretion, request a re-proposal, when in its sole judgment, it will best serve public interest.

The rest of this page is intentionally left blank.

INSURANCE REQUIREMENTS

A. The PROPOSER shall not commence work under this Contract until it has obtained all Insurance required under this paragraph and such insurance has been approved by the CITY.

B. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The PROPOSER shall furnish Certificates of Insurance to the CITY's representative prior to the commencement of operations. The Certificates shall clearly indicate that the PROPOSER has obtained insurance of the type, amount, and classification as required for strict compliance with this paragraph and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the CITY's representative. Compliance with the foregoing requirements shall not relieve the PROPOSER of its liability and obligations under this Contract.

C. The PROPOSER shall maintain during the term of this Contract, standard Professional Liability Insurance in the minimum of $1,000,000 per occurrence for Errors and Omissions.

D. The PROPOSER shall maintain, during the life of this Contract, Comprehensive General Liability Insurance in the amount of $1,000,000 per occurrence to protect the PROPOSER from claims for damages for bodily and personal injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the PROPOSER or by anyone directly employed by or contracting with the PROPOSER.

E. The PROPOSER shall maintain, during the life of this Contract, Comprehensive Automobile Liability insurance in the minimum amount of $1,000,000 combined single limit for bodily injury and property damage liability to protect the PROPOSER from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use or maintenance of owned and non-owned automobiles, including rented automobiles whether such operations be by the PROPOSER or by anyone directly or indirectly employed by the PROPOSER.

F. The PROPOSER shall maintain, during the life of this Contract, adequate Workers' Compensation Insurance and Employer's Liability Insurance in at least such amounts as are required by law for all of its employees per Florida Statute 440.02.
Exceptions: Workers' Compensation Insurance will not be required if the individuals performing the work are a corporation officer, sole proprietor, or partner. In such case, the firm shall provide copies of their waivers as provided by Florida Statutes 440.055.

G. All insurance, other than Professional Liability and Workers' Compensation, to be maintained by the PROPOSER shall specifically include the City of Lauderdale Lakes as "Additional Insured" and shall unequivocally provide thirty (30) days written notice to the CITY prior to any adverse changes, cancellation or non-renewal of coverage thereunder.

H. Required insurance shall support PROPOSER's indemnity set forth in the Contract and shall unequivocally provide thirty (30) days written notice to the CITY prior to any adverse change, cancellation or non-renewal of coverage there under. Said liability insurance must be acceptable to and approved by the CITY as to form and types of coverage. In the event that the statutory liability of the CITY is amended during the term of this Contract to exceed the above limits, the PROPOSER shall be required, upon thirty (30) days written notice by the CITY, to provide coverage at least equal to the amended statutory limit of liability of the CITY.

I. It shall be the responsibility of the PROPOSER to ensure that all Sub Proposers comply with the same insurance requirements referenced above.

J. Compliance with the foregoing requirements shall not relieve the Successful PROPOSER of its liability and obligation under this section or under any other section if this section or under any other section of the Contract.

K. Issuance of a contract is contingent upon receipt of the insurance documents within five (5) business days after a Notification of Tentative Award is issued to the PROPOSER by an authorized official of the CITY. If the insurance certificate is received within the specific time frame, but not in the manner prescribed in this Section, the Successful PROPOSER shall be verbally notified of such deficiency and shall have an additional five (5) calendar days to submit a corrected certificate to the CITY. If the Successful Proposer fails to submit the required insurance documents in the manner prescribed in this Agreement within five (5) business days after the Notification Of Tentative Award the Successful PROPOSER shall be in default of the terms and conditions and the any proposed Contract shall deemed terminated immediately. Under these circumstances, the Successful PROPOSER may be prohibited from submitting future Proposals to the CITY for a period of twelve (12) months.

L. Successful PROPOSER shall be responsible for assuring that the insurance certificate required in conjunction with this Section remain in force for the duration of the period of performance for any contractual agreement(s) resulting from this solicitation. If insurance certificates are scheduled to expire during the term hereof, the Successful PROPOSER shall be responsible for submitting new or renewed insurance certificates to the CITY at a minimum of thirty (30) calendar days in advance of such expiration. In the event that expired certificates are not replaced with new or renewed certificates which cover the term hereof, the CITY shall suspend the Contract until such time as the new or renewed certificates are received by the CITY in a manner prescribed in this Section; provided however, that this suspension period does not exceed thirty (30) days, the CITY may at its sole discretion, terminate the Contract and seek re-Purchasing charges from the Successful PROPOSER.

M. In the judgment of the CITY, prevailing conditions warrant the provision by Successful PROPOSER of additional liability insurance coverage or coverage which is different in kind, the CITY reserves the right to require the provision by Successful PROPOSER of an amount of coverage different from the amounts or kind previously required and shall afford written notice of such change in requirements thirty (30) days prior to the date on which the requirements shall take effect. Should the Successful PROPOSER fail or refuse to satisfy the requirement of changed coverage within thirty (30) days following the CITY's written notice, the CITY, at its sole option, may terminate the Contract upon written notice to the PROPOSER, said termination taking effect on the date that the required change in policy coverage would otherwise take effect.

N. An original or certified sample copy of the signed Certificate or Certificates of Insurance, evidencing that required insurance coverage(s) has been procured by PROPOSER in the types and amount(s) required hereunder, shall be included with the Proposal response.

O. After award, except as to Worker's Compensation and Employer's Liability, said Certificate(s) shall clearly state that coverage required by the Contract has been endorsed to include the City of Lauderdale Lakes, a political subdivision of the State of Florida, its officers, agents and employees as Additional Insured.

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BID SCHEDULE

Line Item	Description	Quantity	Units	Unit Cost	Total
1	MOBILIZATION	1	LS		
2	PROJECT SIGN	2	EA		
3	CONSTRUCTON VIDEOS AND PHOTOGRAPHS (PRE AND POST)	1	LS		
4	MAINTENANCE OF TRAFFIC	1	LS		
5	EXISITNG DRAINAGE STRUCTURE REMOVAL	1	LS		
6	CLEARING & GRUBBING	1	LS		
7	DUST CONTROL	1	LS		
8	INLET PROTECTION SYSTEM	1	LS		
9	MILLING (1" AVG. DEPTH)	0	SY		
10	PAVEMENT (TYPE SP STRUCTURAL COURSE SP-9.5, 1" DEPTH)	570	TON		
11	SUBBASE (STABILIZATION)	513	SY		
12	BASE	513	SY		
13	DITCH BOTTOM INLET (5' DIA), W/ CONCRETE APRON	32	EA		
14	MANHOLE ((5' DIA)	3	EA		
15	CONFLICT STRUCTURE - MANHOLE (4' DIA)	16	EA		
16	CONNECT EXISTING STORMWATER PIPE	6	EA		
17	24" FRENCH DRAIN PERFORATED HDPE	1,595	LF		
18	24" STORM SEWER PIPE (HDPE)	415	LF		
19	18" STORM SEWER PIPE (HDPE)	608	LF		

Line Item	Description	Quantity	Units	Unit Cost	Total
20	GRADE SWALE & SHOULDER AND PERFORMANCE TURF-SOD	2,851	SY		
21	CONCRETE SIDEWALK REPLACEMENT (4" THICK)	656	SY		
22	CONCRETE SIDEWALK REPLACEMENT (6" THICK)	178	SY		
23	RETRO-REFLECTIVE PAVEMENT MARKERS (RPM'S) BLUE	18	EA		
24	PAINTED PAVEMENT MARKINGS, STD, WHITE, SOLID, 6"	3,200	LF		
25	PAINTED PAVEMENT MARKINGS, STD, WHITE, SOLID, 24"	250	LF		
26	THERMOPLASTIC, STD, WHITE, SOLID, 6"	3,200	LF		
27	THERMOPLASTIC, STD, WHITE, SOLID, 24"	250	LF		
TOTAL					

Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total
29	GENERAL CONTINGENCY (10% OF THE CONSTRUCTION COST)	1	LS		
30	UTILITY ADJUSTMENTS CONTIGENCY	1	LS	$45,000.00	
31	PERMITTING CONTIGENCY	1	LS	$45,000.00	
TOTAL					

SUBMITTAL PACKAGE

Complete the following information exactly as shown including numbering and tabbing sections. This information is vital for the CITY to rate your firm, as your evaluation and ranking will be based on the information supplied below along with any other information required by the CITY. The detailed proposal should follow the tabs outlined as set forth below as Tabs1 thru 7.

TAB #1 Insert Submittal Checklist and Contractor's Qualification Statement (Attachment "A")

TAB #2 Statement of Capabilities:

Provide a statement summarizing in a brief and concise manner to the CONTRACTOR's understanding of the work to be performed, and the commitment to perform the work. Also, include why the vendor believes themselves to be best qualified to perform the services, and that the proposal shall remain in effect for ninety (90) days. In conclusion, an authorized agent of the firm indicating their title or authority must sign attesting to this statement.

TAB #3 Key Personnel/Project Management Team:

Submit an outline of the elements and organizational structure of the team established to manage the project. This is to include the administrative operation and key personnel and their area of responsibility.

Also, describe the Contractor's approach to organizational management and the responsibilities of Contractor's management and staff personnel that will perform work for this contract; describe the methodology employed to ensure prompt service, customer satisfaction, prompt complaint resolution, effective employee performance and training. Please explain any differences or challenges you may have encountered with any client, and the method(s) you employed to overcome them.

TAB #4 Specific Related Experience of the Firm:

Contractors should state the experience of the firm in providing new City Hall (or similar municipal facility) planning, design, and/or construction services during the past three (3) to five (5) years. Include the Client Reference Listing in this section.

TAB #5 Current Workload:

List, for the CONTRACTOR and all major subcontractor's and/or partners firms (list separately):

- Each project currently under contract
- Contract period and duration
- List number of staff assigned

TAB #6 Bid Schedule:

Please provide you Bid Schedule.

PLEASE NOTE:

* Final replacement locations of the sidewalk to be determined during construction.
* General Contingency needs city's project manager's written approval.
* General contingency is 10% of the sub-total amount.

TAB #7 Attachments:

Please submit and execute all required attached, as per the Checklist/Vendor Questionnaire.

CHECKLIST/VENDOR QUESTIONNAIRE

Bid Package*
Please upload your bid package here

*Response required

BIDDER'S QUALIFICATIONS STATEMENT
BIDDER shall furnish the following information. Failure to comply with this requirement will render the Bid non-responsive and may cause its rejection. Additional sheets shall be attached as required.

Authorized Representative:*
Please enter the name, title, phone and email of the authorized representative submitting this proposal.

*Response required

Number of years as a Contractor in this type of work:*
*Response required

Names and titles of all officers, partners or individuals doing business under trade name:*
*Response required

The business is a:*
IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE.

☐ Sole Proprietorship
☐ Partnership
☐ Corporation
*Response required

If a Partnership, please complete and upload the attached certificate
Please download the below documents, complete, and upload.

- Certificate_for_Partnership...

If a Corporation, please complete and upload the attached certificate
Please download the below documents, complete, and upload.

- Certificate_for_Corporation...

If a Foreign (Non-Florida) Corporation, please complete and upload the attached document
Please download the below documents, complete, and upload.

- Foreign_(Non-Florida)_Corpo...

Name, address, and telephone number of Surety Company and agent who will provide the required bonds on this contract:*
*Response required

What is the last project of this nature that you have completed? Include the project value.*
*Response required

Have you ever failed to complete work awarded to you?*
☐ Yes
☐ No

*Response required

When equals "Yes"

If so, when, where, and why?*
*Response required

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?*
☐ Yes
☐ No

*Response required

List CM's or GC's your company has worked for within the past three years.*
Please include the Contact Person's name, phone and email

*Response required

List three SIGNIFICANT PROJECTS completed within the past five years.*
Please include the project name, location, date completed, contract $ amount, contracting Agency/Owner, and the contact person's name, phone and email

*Response required

List the pertinent experience of the key individuals of your organization (attach a sheet below, if necessary).*
*Response required

Experience of Key Individuals attachment (optional upload)

State the name and licensing of the individual who will have personal supervision of the Work.*
*Response required

What equipment do you own that is available for the Work? (Attach additional sheets as necessary)*
*Response required

Equipment (optional upload)

What equipment will you purchase for the proposed Work?*
*Response required

What equipment will you rent for the proposed Work?*
*Response required

Please attach certificate of status, competency, and/or state registration.*
*Response required

Please confirm*
The BIDDER acknowledges and understands that the information contained in this response shall be relied upon by CITY in awarding the contract and such information is warranted by BIDDER to be true. The discovery of any omission or misstatement that materially affects the BIDDER'S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

☐ Please confirm

*Response required

REQUIRED FORMS

BID BOND*
Please download the below documents, complete, and upload.

- Bid_Bond.pdf

*Response required

CERTIFICATE AND AFFIDAVIT FOR BONDS*
Please download the below documents, complete, and upload.

- Certificate_and_Affidavit_f...

*Response required

Will you sublet any part of this Work?*
☐ Yes
☐ No

*Response required

When equals "Yes"
If so, give details.*
*Response required

When equals "Yes"
Please complete*
Please download the below documents, complete, and upload.

- SUB-CONTRACTORS.pdf

*Response required

PRINCIPAL MATERIALS MANUFACTURER AND SUBCONTRACTORS*
Please download the below documents, complete, and upload.

- Principal_Materials_Manufac...

*Response required

CONFIRMATION OF DRUG-FREE WORKPLACE*
IDENTICAL TIE BIDS: Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quantity, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program (Florida Statutes Section 287.087). 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, and 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 subsection (1).

4. In the statement specified in subsection (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 Chapter 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 if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

7. Your firms Drug-Free Workplace Policy must be attached to this executed form and submitted with the Bid Documents.

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

☐ Please confirm

*Response required

NON-COLLUSION AFFIDAVIT*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Non-Collusion_Affidavit.pdf

*Response required

TRENCH SAFETY ACT COMPLIANCE*
Please download the below documents, complete, and upload.

- Trench_Safety_Act_Complianc...

*Response required

WARRANTIES*
Please download the below documents, complete, and upload.

- Warranties.pdf

*Response required

E-VERIFY AFFIRMATION STATEMENT*
Per Florida State Statutes, Chapter 448.095(2), effective January 1, 2021, no public contract can be entered into without an E-Verify certificate. This applies to both prime Contractors and Subcontractors. It is the responsibility of the prime Contractor to verify compliance with Subcontractors.

A certificate of compliance must accompany this affirmation.

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of:

a) All persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,

b) All persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify system during the term of the Contract is a condition of the Contract.

☐ Please confirm

*Response required

LICENSE NUMBER*
Please attach a copy below

*Response required

LICENSE*
Attach certificate of competency, state registration and any other applicable licenses.

*Response required

FEDERAL TAX ID#*
*Response required

CRIMINAL BACKGROUND SCREENING*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Criminal_Background_Screeni...

*Response required

DEBARMENT CERTIFICATION*

49 CFR Part 29- Appendix B

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION--LOWER TIER COVERED TRANSACTIONS

Instructions for Certification
1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, Subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, Subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions: if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntary excluded from participation in this transaction, in. addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION-LOWER TIER COVERED TRANSACTIONS

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

☐ Please confirm

*Response required

PUBLIC ENTITY CRIMES*
Please download the below documents, complete and have notarized. An online notarization option will be provided for you when responding.

- Public_Entity_Crimes.pdf

*Response required

BID FORM ACKNOWLEDGEMENT*
In order to be considered for this project, **the Bidder shall** have successfully completed a minimum of three (3) projects of similar scope and complexity over the past five (5) years, in the State of Florida, and must be able to document the required experience.

A. The Bidder proposes and agrees, if this Bid is accepted, to enter into a Contract with the City to perform and furnish all Work as specified herein for the Contract Price and within the Contract Period indicated in this Bid.

B. This Bid will remain subject to acceptance for ninety (90) days after the day of Bid opening. Bidder will sign and submit the necessary documents required by the City within fifteen (15) days after the date of City's Notice of Tentative Award.

C. In submitting this Bid, Bidder represents, as more fully set forth in the Contract, that

   1. Bidder has examined the Bid Documents, including any addenda issued all of which are hereby acknowledged;

   2. Bidder has familiarized itself with the nature and extent of the Bid Documents, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

   3. Bidder has given the City written notice of all conflicts, errors or discrepancies that it has discovered in the Bid Documents and the written resolution thereof by the City is acceptable to Bidder.

D. Bidder proposes to furnish the Work in conformity with the Specifications and at the Bid Prices referenced below in the Schedule of Bid Prices. The Bid Prices quoted have been checked and certified to be correct. Said Bid Prices are fixed and firm and shall be paid to Bidder for the successful completion of its obligation as specified in the Bid Documents.

E. It is the intent of the City to award this bid to the lowest responsible and responsive Bidder. The City reserves the right to accept or reject any or all bids and to waive any informality concerning the bids when such rejection or waiver is deemed to be in the best interest of The City of Lauderdale Lakes. The City reserves the right to award the bid on a split order basis, lump sum or individual item basis unless otherwise stated.

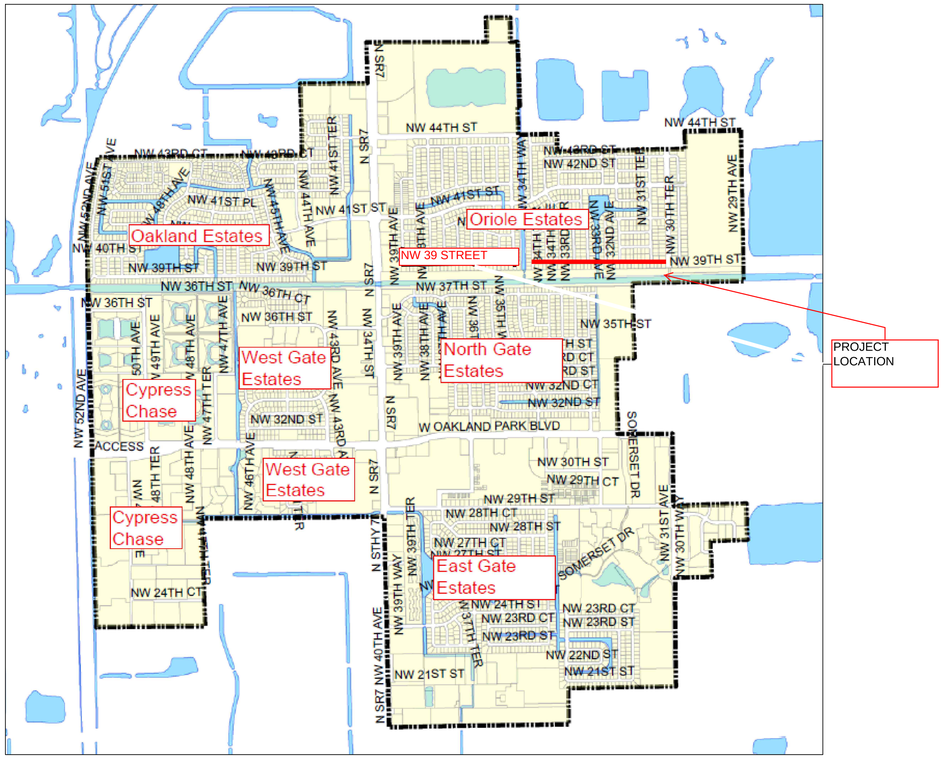
F. Contractor shall furnish all labor, materials, and equipment and perform all the necessary Work in the manner and form provided in the Contract Documents.

G. Bidder accepts the provisions of the Contract as to liquidated damages in the event of failure to complete the Work on time.

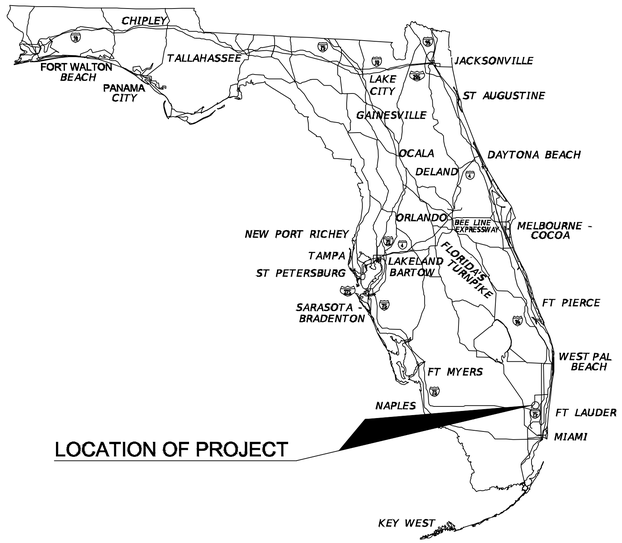
☐ Please confirm

*Response required

CITY OF LAUDERDALE LAKE
CITYWIDE DRAINAGE IMPROVEMENTS
NW 39TH STREET FROM NW 34 WAY TO NW 31 AVENUE



CITY OF LAUDERDALE LAKES
BOUNDARY MAP(N.T.S)



N.T.S

CITY COMMISSIONS OF LAUDERDALE LAKES:
LAUDERDALE LAKES, FL 33319
4300 NW 36 STREET

MAYOR: VERONICA EDWARDS PHILLIPS
VICE MAYOR: SHARON THOMAS

COMMISSIONERS:
KARLENE MAXWELL–WILLIAMS
TYCIE CAUSWELL
EASTON K. HARRISON

PROJECT MANAGER: MAQSOOD M. NASIR, P.E

Call 48 hours before you dig
It's the Law!
Sunshine State One Call Of Florida, Inc.

Call 48 hours Before you dig!
It's the Law
Sunshine State One Call Of Florida, Inc.

MAQSOOD M. NASIR
LICENCE NUMBER
63916

PROFESSIONAL ENGINEER
SEAL, SIGN AND DATE:

REVISION		
NO.	DATE	DESCRIPTION

GENERAL CONTRACTOR NOTES
THIS SHEET OF DRAWING AND SPECIFICATIONS IS A PART OF THE CONTRACT DOCUMENT, PLEASE VERIFY ALL THE DETAILS WRITTEN ON EACH SHEET IN ORDER TO COMPLETE THE SCOPE OF WORK YOU ARE HIRED TO DO. FAILURE BY THE GENERAL CONTRACTOR TO FOLLOW THE DRAWING PLANS AND ITS SPECIFICATIONS SHALL NOT BE CAUSE FOR ADDITIONAL WORK BY THE ENGINEER.COORDINATION OF THE WORK, AND OF THE SUBCONTRACTORS IS THE RESPONSIBILITYOF THE GENERAL CONTRACTOR.

MASOOD M. NASIR, P.E
FL#63916
DIRECTOR, ENGINEERING SERVICES &
CONSTRUCTION MANAGEMENT
CITY OF LAUDERDALE LAKES
4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

DRAINAGE IMPROVEMENTS
NW 39 STREET
FROM NW 34 WAY TO NW 31 AVE
CITY OF LAUDERDALE LAKES

DATE: 12/12/2025
DRAWN BY MN
PROJECT NO. 2025–C306
REVISED BY NASIR
SHEET NO. **C-0**

I. APPLICABLE CODES

1. ALL WORK AND MATERIALS SHALL CONFORM TO CURRENT BROWARD COUNTY PUBLIC WORKS DEPARTMENT (BCPWD) STANDARDS AND SPECIFICATIONS AS WELL AS ALL LOCAL, STATE, AND NATIONAL CODES AND REGULATORY REQUIREMENTS, AS APPLICABLE.

2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT ALL CONSTRUCTION SHALL BE DONE IN A SAFE MANNER AND IN STRICT COMPLIANCE WITH ALL THE REQUIREMENTS OF FEDERAL OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, AND ALL STATE AND LOCAL SAFETY AND HEALTH REGULATIONS.

3. LOCATIONS, ELEVATIONS AND DIMENSIONS OF EXISTING UTILITIES, STRUCTURES AND OTHER SITE FEATURES SHOWN ON THE DRAWINGS WERE OBTAINED FROM THE BROWARD COUNTY WATER AND SEWER REPLACEMENT PROJECT.

4. ELEVATIONS SHOWN ON THE PLANS ARE BASED ON NAVD.

5. PROPOSED ELEVATIONS SHOWN ARE FINISHED GRADES.

6. EXISTING UTILITIES TO BE ADJUSTED IN ACCORDANCE WITH PROPOSED GRADES AND REQUIREMENTS OF UTILITY OWNERS, AS REQUIRED.

7. EXISTING STRUCTURES, UTILITIES AND OTHER IMPROVEMENTS WHICH ARE TO REMAIN IN PLACE, TREES SUCH AS BUILDING SEWERS, DRAINS, WATER OR GAS PIPES, CONDUITS, POLES, WALLS, COLUMNS, ETC., WHETHER OR NOT SHOWN ON THE PLANS, ARE TO BE CAREFULLY PROTECTED FROM DAMAGE. IF DAMAGE OCCURS FROM WORK PERFORMED UNDER THIS CONTRACT, THE CONTRACTOR SHALL PROMPTLY REPAIR THE DAMAGED ITEM(S) TO THE CONDITION OF THE ITEM(S) PRIOR TO THE DAMAGE. THIS WORK SHALL BE AT NO ADDITIONAL COST TO THE OWNER.

8. THE CONTRACTOR IS TO USE CAUTION WHEN WORKING IN OR AROUND AREAS OF OVERHEAD TRANSMISSION LINES AND UNDERGROUND UTILITIES.

9. CONTRACTOR SHALL PRESERVE ALL STREET SIGNS, PARKING METERS, BENCHES, TRAFFIC CONTROL SIGNS, ETC. WHEN DIRECTED BY THE ENGINEER, THE CONTRACTOR SHALL REINSTALL OR DELIVER SAID PUBLIC PROPERTY TO THE CITY YARD.

10. THE CONTRACTOR SHALL COORDINATE HIS/HERS WORK WITH ANY OTHER UTILITY AND BUILDING TRADES WORKING ON THIS OR ADJACENT PROJECT.

11. ALL DITCH EXCAVATION SHALL BE PERFORMED IN FULL COMPLIANCE WITH THE PROVISIONS OF THE FLORIDA TRENCH SAFETY ACT.

12. THE CONTRACTOR SHALL TAKE SPECIAL NOTE OF SOIL CONDITIONS THROUGHOUT THIS PROJECT. ANY SPECIAL SHORING, SHEETING OR OTHER PROCEDURES NECESSARY TO PROTECT ADJACENT PROPERTY, EITHER PUBLIC OR PRIVATE, DURING EXCAVATION OF SUBSOIL MATERIAL OR DURING THE FILLING OF ANY AREA, OR FOR ANY OPERATION DURING CONSTRUCTION SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

II. PRECONSTRUCTION RESPONSIBILITIES

1. THE INFORMATION PROVIDED IN THESE PLANS IS TO ASSIST THE CONTRACTOR IN ASSESSING THE NATURE AND EXTENT OF THE CONDITIONS WHICH MAY BE ENCOUNTERED DURING THE COURSE OF THE WORK. ALL CONTRACTORS ARE DIRECTED, PRIOR TO BIDDING, TO CONDUCT ANY INVESTIGATIONS THEY DEEM NECESSARY TO ARRIVE AT THEIR OWN CONCLUSIONS REGARDING THE ACTUAL CONDITIONS THAT WILL BE ENCOUNTERED AND UPON WHICH THEIR BIDS WILL BE BASED.

2. 48 HOURS BEFORE BEGINNING CONSTRUCTION IN THE AREA, THE CONTRACTOR SHALL NOTIFY SUNSHINE STATE CALL ONE OF FLORIDA, INC. AT 1-800-432-4770 AND ANY OTHER UTILITIES WHICH MIGHT BE AFFECTED.

3. UPON THE RECEIPT OF THE "NOTICE TO PROCEED", THE CONTRACTOR SHALL CONTACT THE ENGINEER OF RECORD AND ARRANGE A PRECONSTRUCTION CONFERENCE TO INCLUDE ALL INVOLVED GOVERNMENTAL AGENCIES, UTILITY OWNERS, THE OWNER, AND THE ENGINEER OF RECORD.

4. THE CONTRACTOR SHALL APPLY FOR AND PROCURE ALL PERMITS AND LICENSES, PAY ALL CHARGES, TAXES, ROYALTIES & FEES, AND GIVE ALL NOTICES NECESSARY TO COMPLETE THIS PROJECT.

5. THE CONTRACTORS SHALL COORDINATE WITH UTILITY COMPANIES TO ARRANGE FOR ANY REMOVAL, RELOCATION AND TEMPORARY SUPPORT OF UTILITY FEATURES, ETC. AS NECESSARY TO COMPLETE THE WORK, IF APPLICABLE.

6. THE LOCATIONS OF THE UTILITIES SHOWN IN THE PLANS ARE APPROXIMATE ONLY. THE CONTRACTOR SHALL LOCATE AND EXPOSE ALL EXISTING UTILITIES TO BE CONNECTED SUFFICIENTLY AHEAD OF CONSTRUCTION TO ALLOW REDESIGN BY THE ENGINEER IF SUCH UTILITIES ARE FOUND TO BE DIFFERENT THAN THOSE SHOWN ON PLANS.

STANDARD DETAILS

ALL CONSTRUCTION OF THE PROPOSED PAVING, GRADING AND DRAINAGE SYSTEM SHALL BE IN STRICT ACCORDANCE WITH THE BROWARD COUNTY PUBLIC WORKS DEPARTMENT SPECIFICATIONS AND STANDARD DETAILS.

GENERAL NOTES

III. INSPECTION AND TESTING

INSPECTIONS:

THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF RECORD AT LEAST 48 HOURS PRIOR TO BEGINNING CONSTRUCTION AND PRIOR TO THE INSPECTION OF THE FOLLOWING ITEMS IF APPLICALE:

1.) STORM DRAINAGE PRIOR TO BACKFILL
2.) SUBGRADE – SUBMIT AND HAVE APPROVED DENSITIES PRIOR TO PLACEMENT OF ROCK.
3.) LIMEROCK BASE – SUBMIT AND HAVE APPROVED DENSITIES AND AS-BUILTS PRIOR TO THE PLACEMENT OF ANY ASPHALT.
7.) ASPHALTIC CONCRETE
8.) FINAL WALK-THROUGH INSPECTION

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT ALL APPLICABLE REGULATORY AGENCIES FOR INSPECTION REQUIREMENTS.

IV. SHOP DRAWINGS

1. PRIOR TO CONSTRUCTION OR INSTALLATION, SHOP DRAWINGS SHALL BE SUBMITTED TO AND APPROVED BY THE ENGINEER OF RECORD FOR THE FOLLOWING ITEMS: DRAIN BASINS AND ALL OTHER DRAINAGE STRUCTURES, DRAINAGE PIPE, BALLAST ROCK, EXFILTRATION TRENCH FILTER FABRIC AND ASPHALT MIX. IN ADDITION, SOME CITIES, COUNTIES, STATE AND/OR NATIONAL REGULATORY AGENCIES REQUIRE THEIR OWN INDIVIDUAL REVIEW AND APPROVAL. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN ALL OTHER AGENCY SHOP DRAWING APPROVALS IF REQUIRED.

V. TEMPORARY FACILITIES

1. TEMPORARY FACILITIES

A. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE FOR OR SUPPLY TEMPORARY WATER SERVICE, SANITARY FACILITIES, AND ELECTRICITY, DURING CONSTRUCTION.

B. THE CONTRACTOR SHALL MAINTAIN AT LEAST ONE ACCESS ENTRANCE TO COMMERCIAL PROPERTIES AT ALL TIMES, IF APPLICABLE.

C. THE CONTRACTOR SHALL MAINTAIN A CLEAR PATH FOR ALL SURFACE WATER DRAINAGE STRUCTURES AND DITCHES DURING ALL PHASES OF CONSTRUCTION, IF APPLICABLE.

2. TRAFFIC REGULATION

A. THE CONTRACTOR SHALL PROVIDE ALL WARNING SIGNALS, SIGNS, LIGHTS AND FLAG PERSONS AS NECESSARY FOR THE MAINTENANCE OF TRAFFIC WITHIN PUBLIC RIGHT-OF-WAYS IN ACCORDANCE WITH M.U.T.C.D. AND THE CITY OF PEMBROKE PINES AND BROWARD COUNTY PUBLIC WORKS DEPARTMENT.

B. ALL OPEN TRENCHES AND HOLES ADJACENT TO ROADWAYS OR WALKWAYS SHALL BE PROPERLY MARKED AND BARRICADED TO ASSURE THE SAFETY OF BOTH VEHICULAR AND PEDESTRIAN TRAFFIC.

C. NO TRENCHES OR HOLES NEAR WALKWAYS, IN ROADWAYS OR THEIR SHOULDERS ARE TO BE LEFT OPEN DURING NIGHTTIME HOURS WITHOUT THE EXPRESS PERMISSION OF THE CITY OF PEMBROKE PINES AND BROWARD COUNTY PUBLIC WORKS DEPARTMENT.

VI. PROJECT CLOSE OUT:

1. CLEANING UP

A. DURING CONSTRUCTION, THE PROJECT SITE AND ALL ADJACENT AREAS SHALL BE MAINTAINED IN A NEAT AND CLEAN MANNER, AND UPON FINAL CLEANUP, THE PROJECT SITE SHALL BE LEFT CLEAR OF ALL SURPLUS MATERIAL OR TRASH. THE PAVED AREAS SHALL BE SWEPT BROOM CLEAN.

B. THE CONTRACTOR SHALL RESTORE OR REPLACE, WHEN AND AS DIRECTED, ANY PUBLIC OR PRIVATE PROPERTY DAMAGED BY HIS/HER WORK, EQUIPMENT AND/OR EMPLOYEES TO A CONDITION AT LEAST EQUAL TO THAT EXISTING IMMEDIATELY PRIOR TO THE BEGINNING OF OPERATIONS.

C. THE CONTRACTOR SHALL REPLACE ALL PAVING, STABILIZED EARTH, CURBS, DRIVEWAYS, SIDEWALKS, FENCES, MAILBOXES, SIGNS AND ANY OTHER IMPROVEMENTS REMOVED DURING CONSTRUCTION WITH THE SAME TYPE OF MATERIAL AND TO THE CONDITION WHICH EXISTED PRIOR TO THE BEGINNING OF OPERATIONS.

D. WHERE MATERIAL OR DEBRIS HAVE WASHED OR FLOWED INTO, OR HAVE BEEN PLACED IN WATER COURSES, DITCHES, DRAINS, DRAIN BASINS, OR ELSEWHERE AS A RESULT OF THE CONTRACTOR'S OPERATIONS, SUCH MATERIAL OR DEBRIS SHALL BE REMOVED AND SATISFACTORILY DISPOSED OF DURING THE PROGRESS OF THE WORK, AND THE AREA KEPT IN A CLEAN AND NEAT CONDITION.

E. ALL DISPOSAL OF EXCESS AND UNSUITABLE EXCAVATED MATERIAL, DEMOLITION, VEGETATION, RUBBISH AND DEBRIS SHALL BE MADE OUTSIDE THE LIMITS OF CONSTRUCTION AT A LEGAL DISPOSAL SITE PROVIDED BY THE CONTRACTOR AT HIS/HER OWN EXPENSE, WITH THE PRIOR APPROVAL OF THE ENGINEER. MATERIAL CLEARED FROM THE SITE SHALL NOT BE DEPOSITED ON ADJACENT AND/OR NEARBY PROPERTY.

2. ALL PROPERTY MONUMENTS OR PERMANENT REFERENCES, REMOVED OR DESTROYED BY THE CONTRACTOR DURING CONSTRUCTION SHALL BE RESTORED BY A STATE OF FLORIDA REGISTERED LAND SURVEYOR AT THE CONTRACTOR'S EXPENSE.

3. PROJECT RECORD DOCUMENTS

A. DURING THE DAILY PROGRESS OF THE JOB, THE CONTRACTOR SHALL RECORD ON HIS SET OF CONSTRUCTION DRAWINGS THE EXACT LOCATION, LENGTH AND ELEVATION OF ANY FACILITY NOT BUILT EXACTLY ACCORDING TO PLANS.

B. THE CONTRACTOR SHALL PROVIDE THE ENGINEER WITH AS-BUILT GRADES AND LOCATIONS OF FINISHED PAVEMENT, SIDEWALKS, CURBS, AND ALL PHYSICAL IMPROVEMENTS. SUCH GRADES SHALL BE OBTAINED BY A LICENSED SURVEYOR REGISTERED TO PRACTICE IN THE STATE OF FLORIDA, AND SHALL DOCUMENT THE INTENT OF THE PROPOSED GRADES SHOWN ON THE PLANS. THIS SHALL BE DONE AT NO COST TO THE OWNER.

4. CONTRACTOR TO REPLACE ALL FOUND PIPES WITH NAIL AND DISKS.

VII. STORM DRAINAGE

1. GENERAL

A. DRAIN BASIN GRATES AND MANHOLE RIM ELEVATIONS AS SHOWN ON PLANS SHALL BE ADJUSTED TO CONFORM TO NEW OR EXISTING GRADES, AS REQUIRED.

B. ALL ONSITE STORM DRAINAGE MATERIALS AND INSTALLATION SHALL CONFORM TO THE APPLICABLE CITY OF PEMBROKE PINES PUBLIC WORKS DEPARTMENT SPECIFICATIONS.

2. ALL DRAINAGE DRAIN BASINS AND STRUCTURES SHALL BE PRECAST CONCRETE AS MANUFACTURED BY U.S. PRECAST CORPORATION OR APPROVED EQUAL.

3. ALL DRAINAGE DRAIN BASIN FRAMES AND GRATES, AND STORM DRAINAGE MANHOLE RIMS SHALL BE AS MANUFACTURED BY U.S. FOUNDRY OR APPROVED EQUAL.

4. SOLID STORM DRAINAGE PIPE SHALL BE HIGH DENSITY POLYETHYLENE PIPE (H.D.P.E.) SELECTED FROM THE MANUFACTURES AND TYPES APPROVED BY THE CITY OF PEMBROKE PINES AND/OR THE BROWARD COUNTY PUBLIC WORKS DEPARTMENT.

5. PROVIDE A MINIMUM PROTECTIVE COVER OF 24 INCHES OVER STORM SEWER WITHIN GRASS AREA AND AVOID UNNECESSARY CROSSING BY HEAVY CONSTRUCTION VEHICLES DURING CONSTRUCTION.

VIII. PAVING

1. GENERAL

A. ALL UNDERGROUND UTILITIES SHALL BE COMPLETED PRIOR TO CONSTRUCTION OF LIMEROCK BASE.

B. ALL EXISTING PAVEMENT, CUT OR DAMAGED BY CONSTRUCTION SHALL BE PROPERLY RESTORED AT THE CONTRACTOR'S EXPENSE.

C. WHERE ANY PROPOSED PAVEMENT IS TO BE CONNECTED TO EXISTING PAVEMENT, THE EXISTING EDGE OF PAVEMENT SHALL BE SAW CUT.

D. PROPOSED ASPHALT PAVEMENT SHALL BE CONNECTED TO EXISTING AS PER CITY OF PEMBROKE PINES AND BROWARD COUNTY STANDARD DETAILS. CONTRACTOR SHALL MATCH EXISTING ELEVATIONS ON NEW SIDEWALK OR NEW PAVEMENT.

E. CONTRACTOR SHALL REMOVE AND DISPOSE OF THE EXISTING CONC. CURB, CURB & GUTTER, SIDEWALK AND ASPHALT WHERE NEW SIDEWALK, CURB & GUTTER AND MEDIAN IS PROPOSED TO BE CONSTRUCTED.

F. NONE OF THE EXISTING LIMEROCK BASE THAT IS REMOVED IS TO BE INCORPORATED INT THE PROPOSED LIMEROCK BASE.

2. MATERIALS AND INSTALLATION

A. ALL ON SITE WORK AND MATERIALS SHALL BE IN ACCORDANCE WITH PART 2 OF THE BROWARD COUNTY PUBLIC WORKS DEPARTMENT STANDARD DETAILS (REVISED ON 2/23/20111) INCLUDING, BUT NOT LIMITED TO THE FOLLOWING:

FIGURE	TITLE
180	TYPICAL TRENCH BACKFILL
183	RESTORATION OF PAVEMENT CUT

B. SUBGRADE FOR DRIVEWAYS AND PARKING AREAS SHALL BE COMPACTED TO A MINIMUM OF 95% OF THE MAXIMUM DENSITY PER AASHTO SPECIFICATION T-180-74. THE MINIMUM COMPACTED THICKNESS OF THE STABILIZED SUBGRADE SHALL BE 12".

C. THE MINIMUM COMPACTED THICKNESS OF THE LIMEROCK BASE SHALL BE 8" AND PLACE IN TWO EQUAL LIFTS. LIMEROCK BASE SHALL BE PRIMED AND COMPACTED TO 98% PER A.A.S.H.T.O. T-180-74.

3. TESTING

A. DENSITY TESTS SHALL BE TAKEN BY AN INDEPENDENT TESTING LABORATORY, CERTIFIED BY THE STATE OF FLORIDA, WHERE DIRECTED BY THE CITY OF PEMBROKE PINES AND BROWARD COUNTY PUBLIC WORKS DEPARTMENT INSPECTOR OR THE GEOTECHNICAL ENGINEER. DENSITY TESTS TO BE PERFORMED AT CONTRACTORS EXPENSE. DENSITY TEST RESULT ARE TO BE REVIEWED AND APPROVED BY THE ENGINEER OF RECORD.

IX. PAVEMENT MARKINGS AND TRAFFIC SIGNS

1. PAVEMENT MARKINGS

A. INSTALLATION: ALL PAVEMENT MARKINGS SHALL BE MADE IN ACCORDANCE WITH FDOT STANDARD INDEX #17346, WHERE SHOWN ON THE PLANS.

B. MATERIALS:

(1) WHERE THE PLANS CALL FOR PAINTED PAVEMENT MARKINGS (P), INSTALLATION AND MATERIALS SHALL MEET ALL REQUIREMENTS OF SECTION 710 OF FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

(2) WHERE THE PLANS CALL FOR THERMOPLASTIC PAVEMENT MARKINGS (T), INSTALLATION AND MATERIALS SHALL MEET ALL REQUIREMENTS OF SECTION 710 OF FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

C. PROTECTION: THE CONTRACTOR SHALL NOT ALLOW TRAFFIC ONTO NEWLY APPLIED PAVEMENT STRIPING/MARKINGS UNTIL THEY ARE SUFFICIENTLY DRY TO PERMIT VEHICLES TO CROSS THEM WITHOUT DAMAGE. THE CONTRACTOR SHALL, AT HIS OWN EXPENSE, REMOVE AND REPLACE ANY PORTION OF THE PAVEMENT STRIPING/MARKINGS DAMAGED BY PASSING TRAFFIC OR FROM ANY OTHER CAUSE.

2. TRAFFIC SIGNS

A. INSTALLATION: TRAFFIC SIGNS SHALL BE INSTALLED IN ACCORDANCE WITH THE U.S. DEPARTMENT OF TRANSPORTATION MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.), PART II, IN LOCATIONS SHOWN ON PLANS.

B. MATERIALS: FOLLOW SECTION NO. 700, HIGHWAY SIGNING, OF THE FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, AND M.U.T.C.D.

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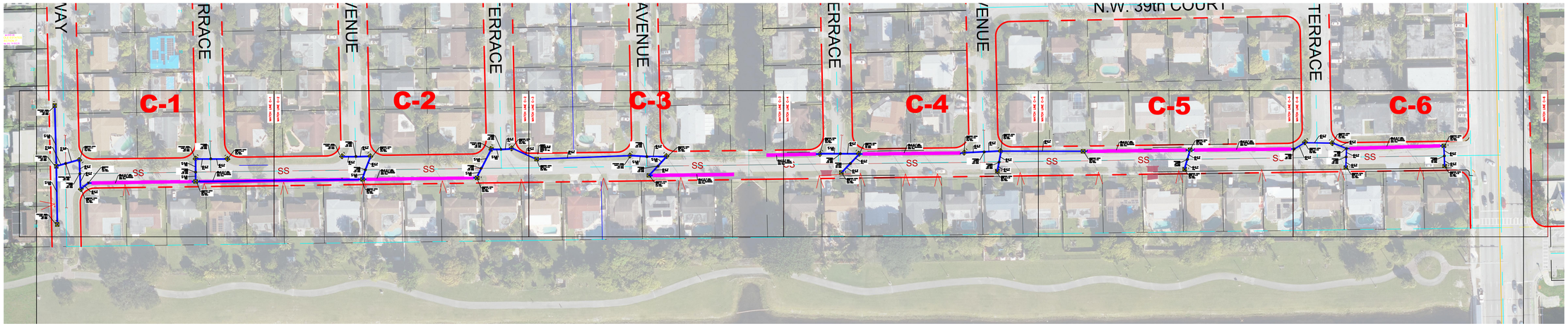
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CONSTRUCTION MANAGEMENT
CITY OF LAUDERDALE LAKES
4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

DRAINAGE IMPROVEMENTS
NW 39 STREET
FROM NW 34 WAY TO NW 31 AVE
CITY OF LAUDERDALE LAKES

DATE: 12/12/2025
DRAWN BY MN
PROJECT NO. 2025-C306
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SHEET NO. **G-1**





KEY PLAN
SCALE : NTS

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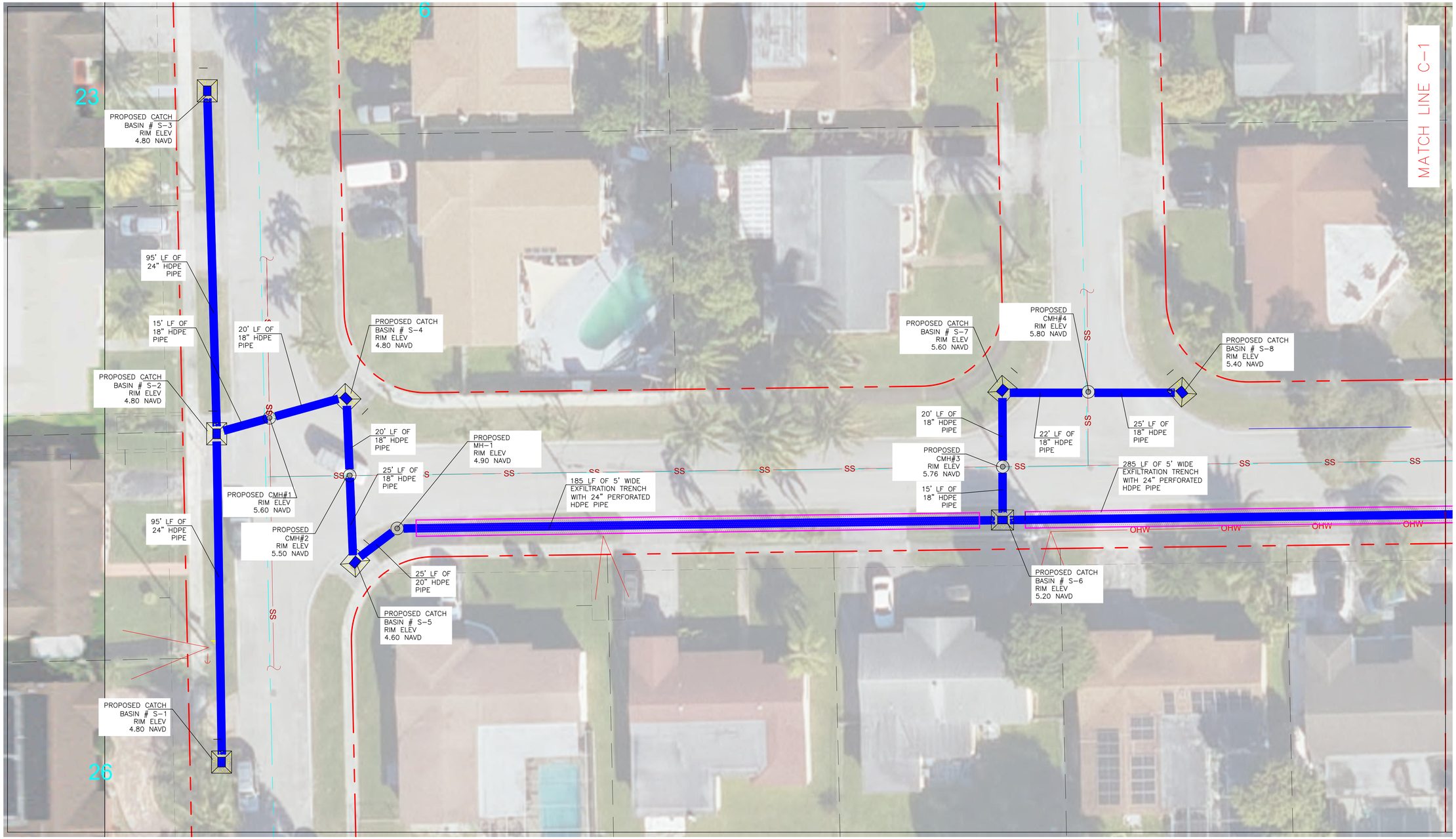
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NW 39 STREET DRAINAGE IMPROVEENTS CITY OF LAUDERDALE LAKES

DATE: 10/10/2025	
DRAWN BY MN	
PROJECT NO. 2022-C305	
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SHEET NO.	**K-1**



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DRAINAGE PLAN

SCALE : 1" = 30'

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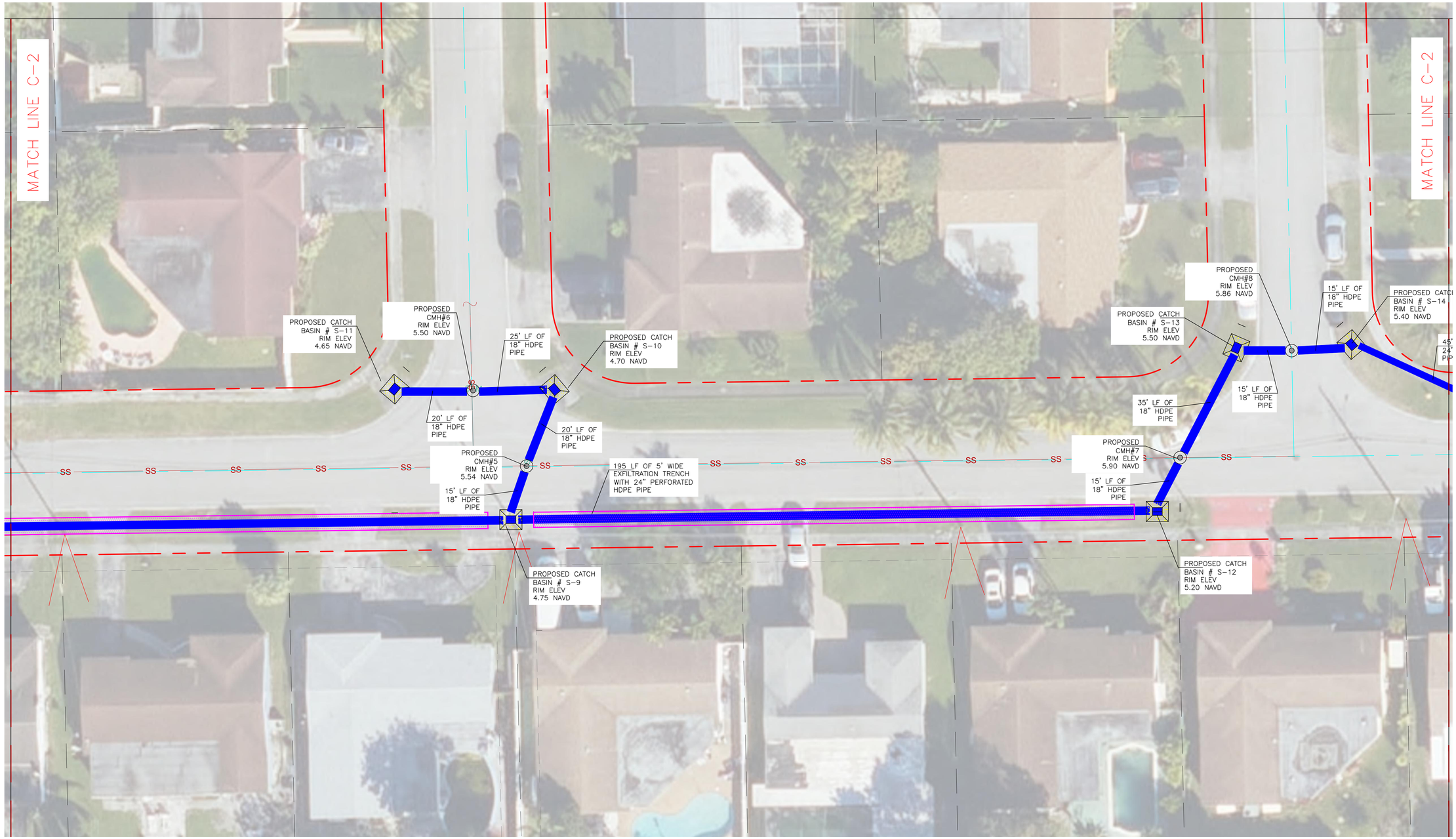
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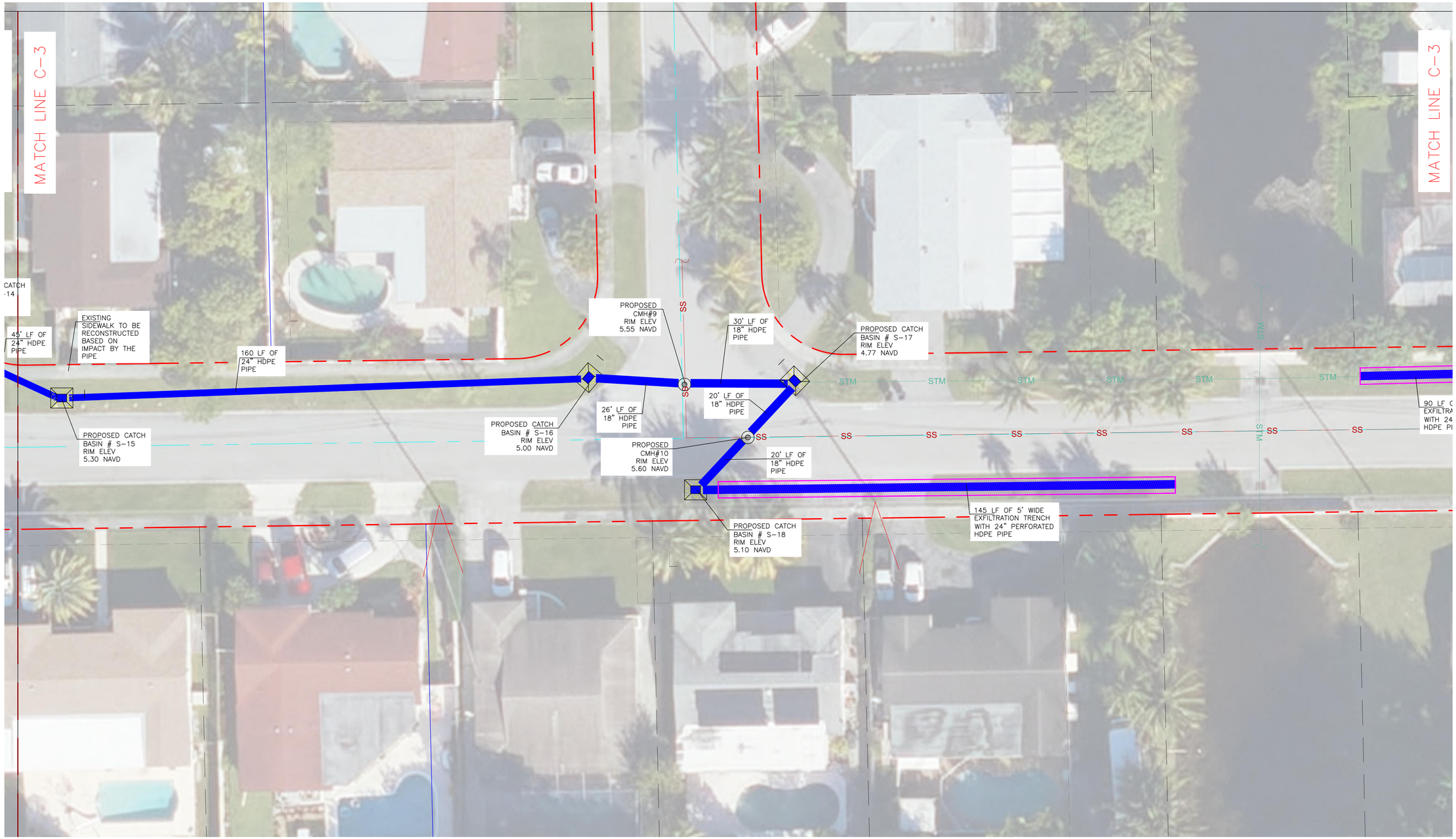
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CITY OF LAUDERDALE LAKES

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DRAINAGE PLAN

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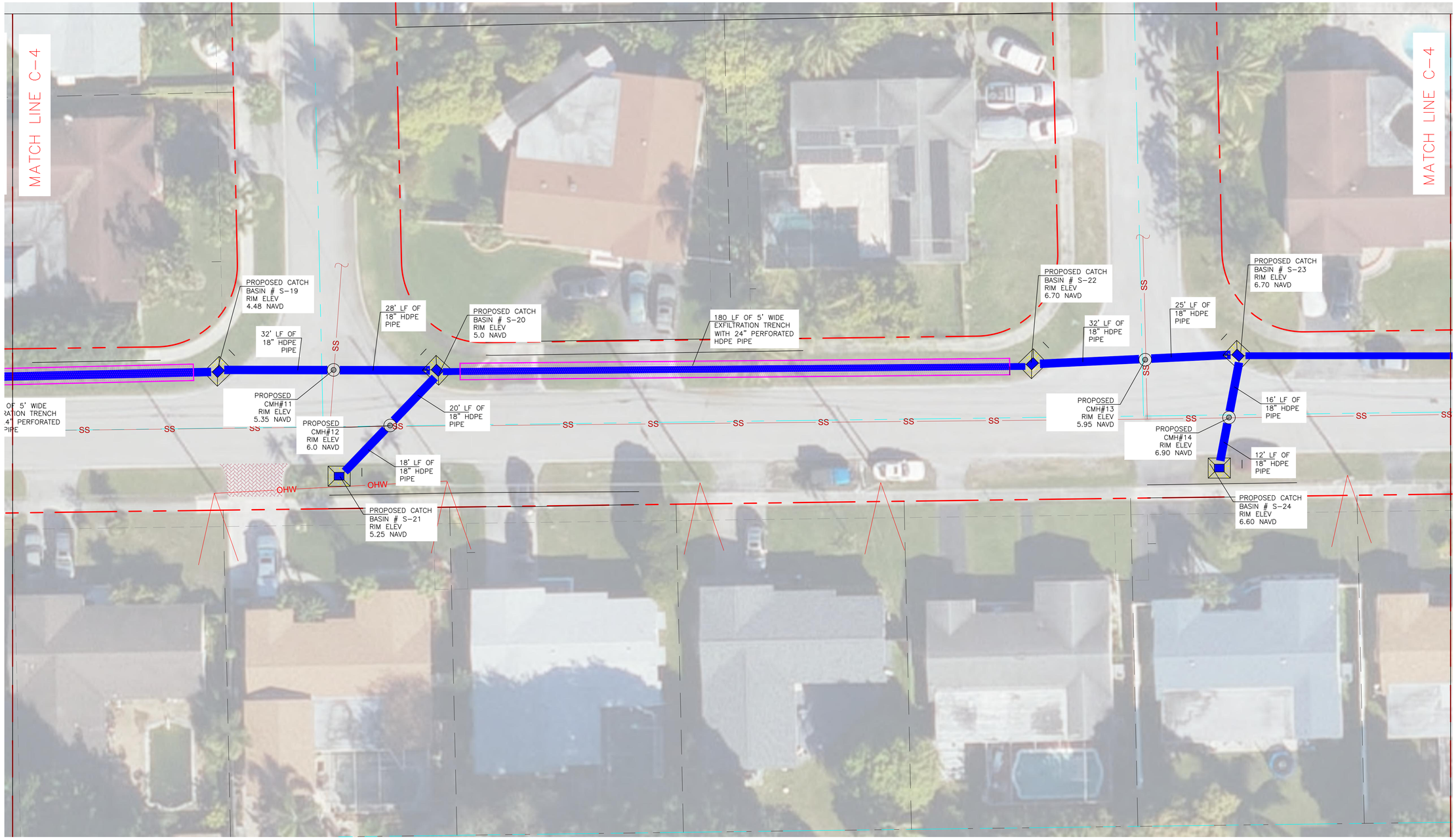
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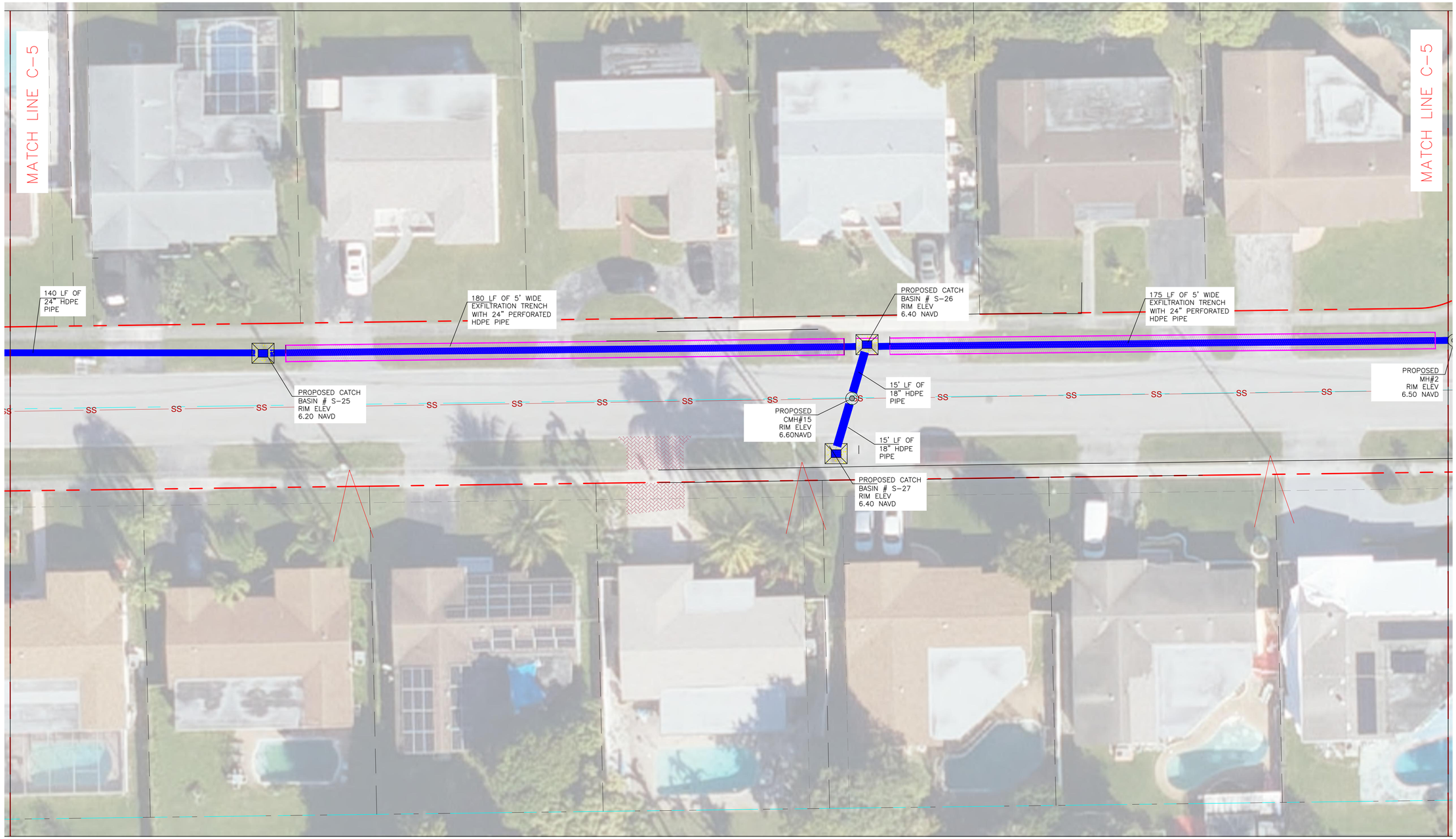
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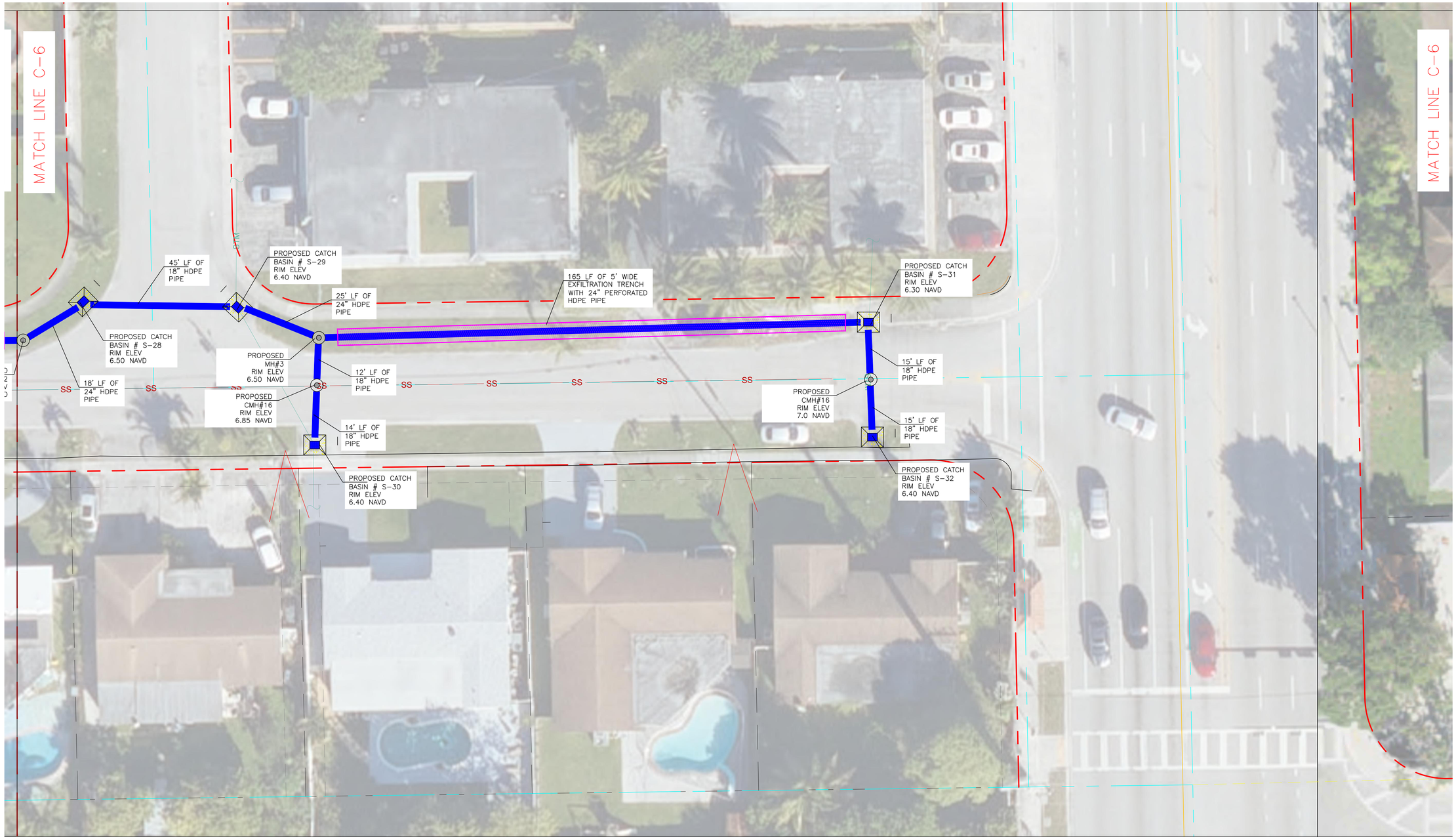
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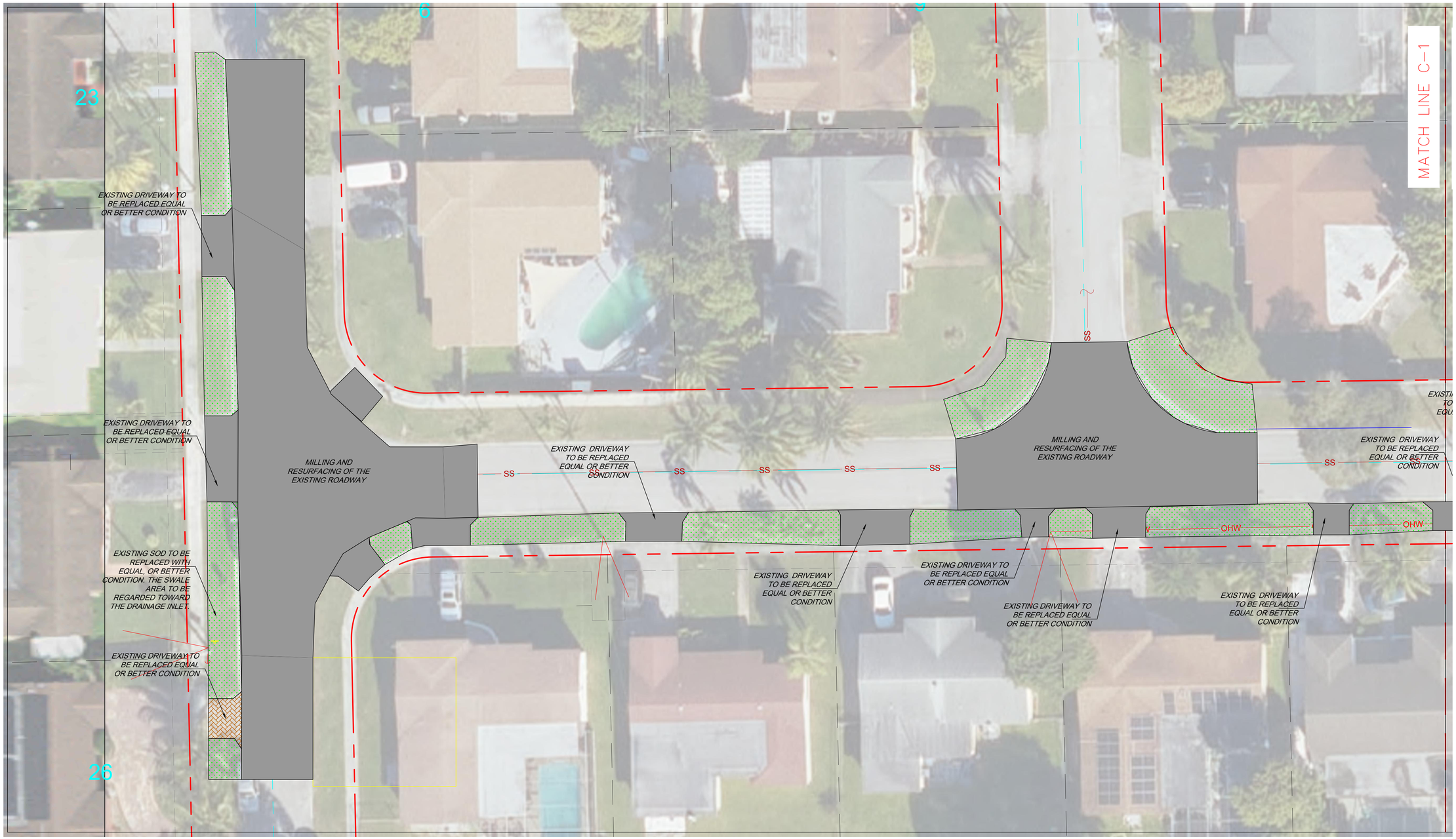
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RESTORATION PLAN

SCALE : 1" = 30'

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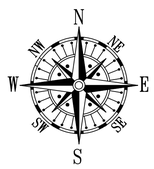
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RESTORATION PLAN

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RESTORATION PLAN

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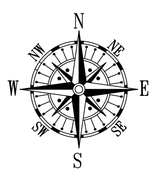
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RESTORATION PLAN

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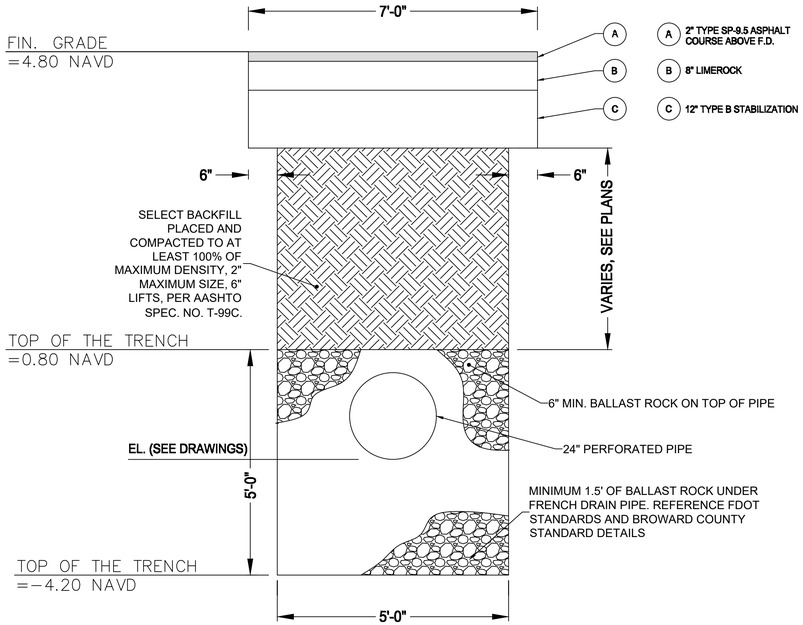
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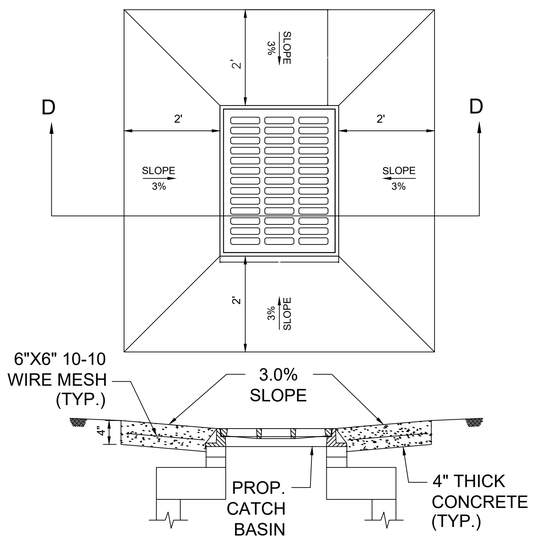
MASOOD M. NASIR, P.E
FL#63916
DIRECTOR, ENGINEERING SERVICES &
CONSTRUCTION MANAGEMENT
CITY OF LAUDERDALE LAKES
4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

NW 39 STREET
DRAINAGE IMPROVEENTS
CITY OF LAUDERDALE LAKES

DATE:	10/10/2025
DRAWN BY	MN
PROJECT NO.	2022-C305
REVISED BY	NASIR
SHEET NO.	**R-6**



TYPICAL FRENCH DRAIN DETAIL
SCALE: NOT TO SCALE



SECTION D-D

INLET APRON DETAIL
N.T.S.

COMPACT SOIL TO 100% OF THE STANDARD PROCTOR MAXIMUM DENSITY, AS DETERMINED BY AASHTO T-99, METHOD C, WITHIN FOOTPRINT OF CONCRETE APRON. SEE FDOT SPEC 120-10.2.

STRUCTURE ID	RIM ELEVATION (FT. NAVD)	INVERT ELEVATION (FT. NAVD) & BAFFLE							
		NORTH		SOUTH		EAST		WEST	
		INVERT	BAFFLE	INVERT	BAFFLE	INVERT	BAFFLE	INVERT	BAFFLE
S-1	4.80	-1.20							
S-2	4.80	-1.20		-1.2					
S-3	4.80			-1.2					
CMH-1	5.60					0.10		0.10	
S-4	4.80			-0.7		-0.7			
CMH-2	5.50	0.00		0.00					
S-5	4.60	-0.90				-1.40			
MH-1	4.90					-1.10	YES	-1.10	
S-6	5.20	-0.30				-0.8	YES	-0.80	YES
CMH-3	5.76	0.26		0.3					
S-7	5.60			0.10		0.10			
CMH-4	5.80					0.30		0.30	
S-8	5.40								
S-9	4.75	-0.75				-1.25	YES	-1.25	YES
CMH-5	5.54	0.04		0.04					
S-10	4.70			-0.80				-0.80	
CMH-6	5.50					0.00		0.00	
S-11	4.65					-0.85			
S-12	5.20	-0.30						-0.80	YES
CMH-7	5.90	0.40		0.40					
S-13	5.50			0.00		0.00			
CMH-8	5.86					0.36		0.36	
S-14	5.40					-0.60		-0.10	
S-15	5.30					-0.70		-0.70	
S-16	5.00					-0.50		-1.00	
CMH-9	5.50					0.00		0.00	
S-17	4.77			-0.73				-0.73	
CMH-10	5.60	0.10		0.10					
S-18	5.10	-0.40				-0.90	YES		
S-19	4.48					-1.02		-1.52	YES
CMH-11	5.35					-0.15		-0.15	
S-20	5.20			-0.30		-0.80	YES	-0.30	
CMH-12	6.00	0.50		0.50					
S-21	5.25	-0.25							
S-22	6.70					1.20		0.70	YES
CMH-13	5.95					0.45		0.45	
S-23	6.70			1.20		1.20		1.20	
CMH-14	6.90	1.40		1.40					
S-24	6.60	1.10							
S-25	6.20					0.20	YES	0.20	
S-26	6.40			0.90		0.40	YES	0.40	YES
CMH-15	6.60	1.10		1.10					
S-27	6.40	0.90							
MH-2	6.50					0.50		0.50	YES
S-28	6.50					1.00		0.50	
S-29	6.40					0.90		0.90	
MH-3	6.50			1.00		0.50	YES	0.50	
CMH-16	6.85	1.35		1.35					
S-30	6.40	0.90							
S-31	6.30			0.80				0.30	YES
CMH-17	7.00	1.50		1.50					
S-32	6.40	0.90							

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MAQSOOD M. NASIR
LICENCE NUMBER
63916

PROFESSIONAL ENGINEER
SEAL, SIGN AND DATE:

REVISION		
NO.	DATE	DESCRIPTION

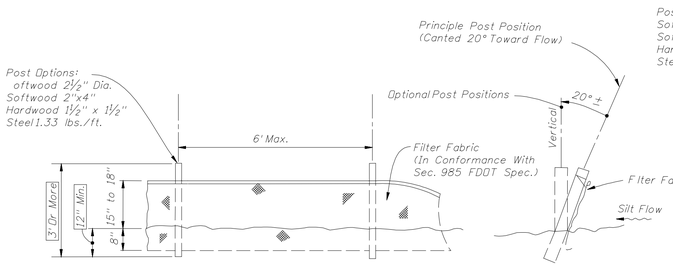
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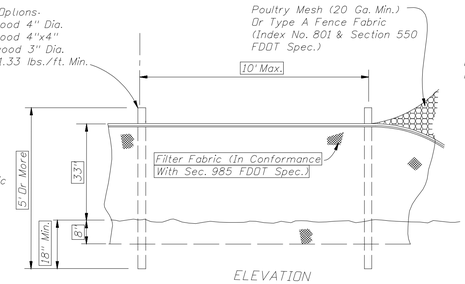
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CITY OF LAUDERDALE LAKES
4300 NW 36TH STREET
LAUDERDALE LAKES, FL 33319

DRAINAGE IMPROVEMENTS
NW 39 STREET
FROM NW 34 WAY TO NW 31 AVE
CITY OF LAUDERDALE LAKES

DATE: 12/12/2025
DRAWN BY MN
PROJECT NO. 2025-C306
REVISED BY NASIR
SHEET NO. **C-7**



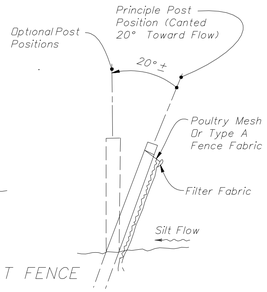
ELEVATION



ELEVATION

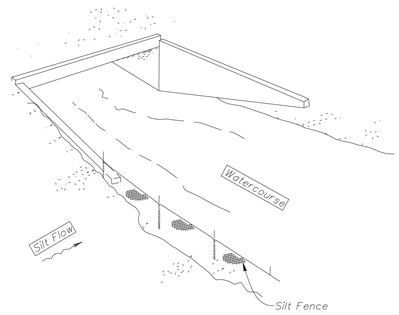
TYPE III SILT FENCE

SECTION



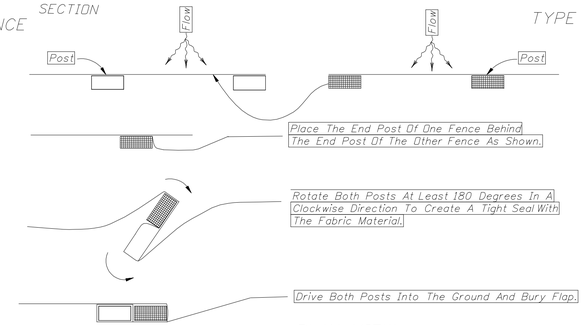
TYPE IV SILT FENCE

SECTION



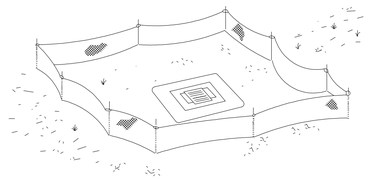
NOTES FOR SILT FENCES

1. Type III Silt Fence to be used at most locations. Where used in ditches, the spacing for Type III Silt fence shall be in accordance with Chart 1, Sheet 1.
2. Type IV Silt Fence to be used where large sediment loads are anticipated. Suggested use is where fill slope is 1:2 or steeper and length of slope exceeds 25 feet. Avoid use where the detained water may back into travel lanes or off the right of way.
3. Do not construct silt fences across permanent flowing watercourses. Silt fences are to be at upland locations and turbidity barriers used at permanent bodies of water.
4. Where used as slope protection, Silt Fence is to be constructed on 0% longitudinal grade to avoid channelizing runoff along the length of the fence.
5. Silt Fence to be paid for under the contract unit price for Staked Silt Fence, (LF).

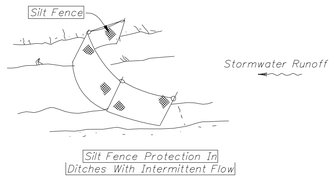


PLAN VIEW

JOINING TWO SILT FENCES



Silt Fence Protection
Around Ditch Bottom Inlets

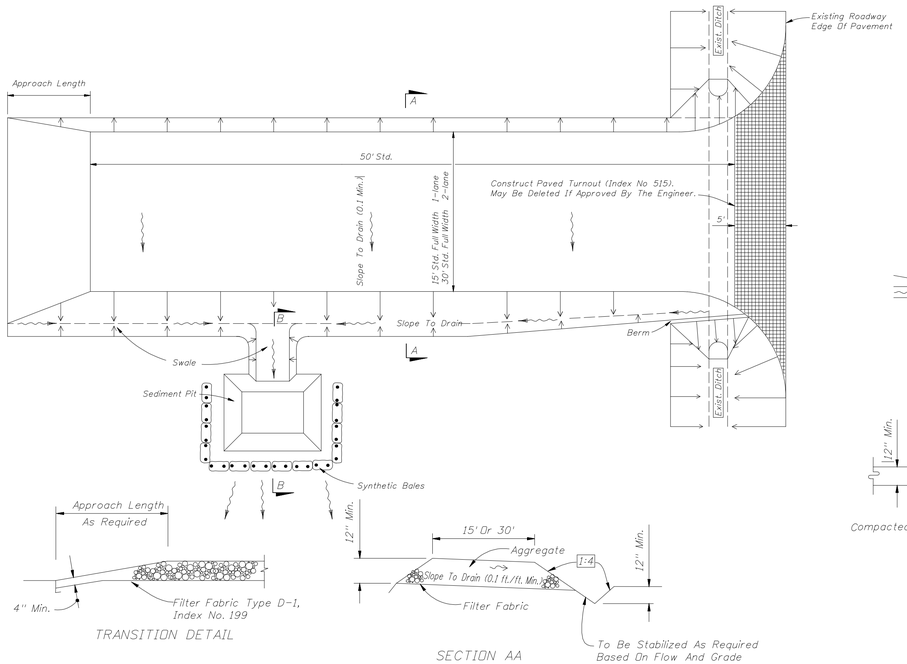


Silt Fence Protection In
Ditches With Intermittent Flow

SILT FENCE APPLICATIONS

GENERAL NOTES

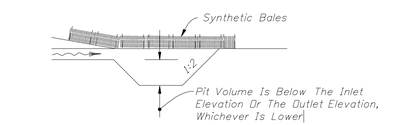
1. A Soil Tracking Prevention Device (STPD) shall be constructed at locations designated by the engineer for points of egress from unstabilized areas of the project to public roads where off-site tracking of mud could occur. Traffic from unstabilized areas of the construction project shall be directed thru a STPD. Barriers, flagging, or other positive means shall be used as required to limit and direct vehicular egress across the STPD.
2. The Contractor may propose an alternative technique to minimize off-site tracking of sediment. The alternative must be reviewed and approved by the Engineer prior to its use.
3. All materials spilled, dropped, or tracked onto public roads (including the STPD aggregate and construction mud) shall be removed daily, or more frequently if so directed by the Engineer.
4. Aggregates shall be as described in Section 901 excluding 901-2.3. Aggregates shall be FDOT size #1. If this size is not available, the next available smaller size aggregate may be substituted with the approval of the Engineer. Sizes containing excessive small aggregate will track off the project and are unsuitable.
5. The sediment pit should provide a retention volume of 3600 cubic feet/acre of surface area draining to the pit. When the STPD is isolated from other drainage areas, the following pit volumes will satisfy this requirement:
   15' x 50'=100 ft.³ 30' x 50'=200 ft.³
   As an option to the sediment pit, the width of the swale bottom can be increased to obtain the volume. When the sediment pit or swale volume has been reduced to one half, it shall be cleaned. When a swale is used, synthetic bales or silt fence shall be placed along the entire length.
6. The swale ditch draining the STPD shall have a 0.02% minimum and a 1.0% maximum grade along the STPD and to the sediment pit.
7. Mitered end sections are not required when the sidedrain pipe satisfies the clear zone requirements.
8. The STPD shall be maintained in a condition that will allow it to perform its function. To prevent off-site tracking, the STPD shall be rinsed (daily when in use) to move accumulated mud downward thru the stone. Additional stabilization of the vehicular route leading to the STPD may be required to limit the mud tracked.
9. A STPD shall be paid for under the contract unit price for Soil Tracking Prevention Device, EA. The unit price shall constitute full compensation for construction, maintenance, replacement of materials, removal, and restoration of the area utilized for the STPD; including but not limited to excavation, grading, temporary pipe (including MES when required), filter fabric, aggregate, paved turnout (including asphalt and base construction), ditch stabilization, approach route stabilization, sediment removal and disposal, water, rinsing and cleaning of the STPD and cleaning of public roads, grassing and sod. Synthetic Bale or Bale Type Barrier shall be paid for under the contract unit price for Synthetic Bales, LF. Silt fence shall be paid for under the contract unit price for Staked Silt Fence, LF.
0. The nominal size of a standard STPD is 15' x 50' unless otherwise shown in the plans. If the volume of entering and existing vehicles warrant, a 30' width STPD may be used if approved by the Engineer. When a double width (30') STPD is used, the pay quantity shall be 2 for each location.



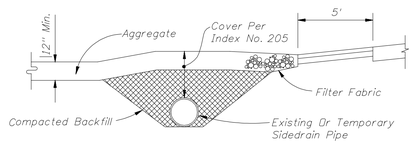
TRANSITION DETAIL

SECTION AA

To Be Stabilized As Required
Based On Flow And Grade



SECTION BB



RURAL CONNECTION
DETAIL

SOIL TRACKING PREVENTION DEVICE

TEMPORARY EROSION AND SEDIMENT CONTROL

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LICENCE NUMBER
63916

PROFESSIONAL ENGINEER
SEAL, SIGN AND DATE:

REVISION		
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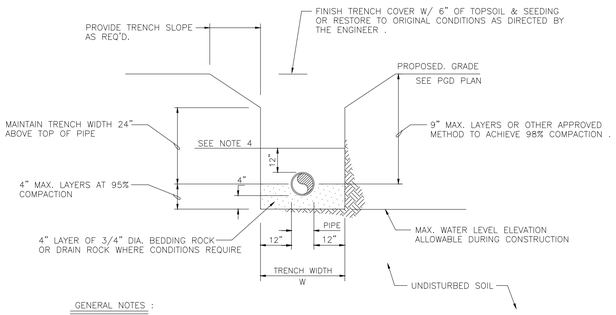
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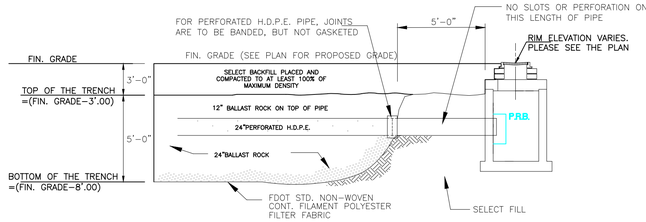
DATE: 12/12/2025
DRAWN BY MN
PROJECT NO. 2025-C306
REVISED BY NASIR
SHEET NO. **C-8**



GENERAL NOTES :

1. WHERE SOIL CONDITIONS CAN NOT BE MAINTAINED AS SHOWN ABOVE, PROVIDE APPROVED METHOD OF CONSTRUCTION .
2. SHEETING WILL BE REQUIRED AS DETERMINED IN THE FIELD .
3. COMPACTION PERCENTAGES SHOWN REFER TO AASHTO T-180 .
4. MECHANICAL COMPACTION NOT ALLOWED BELOW THIS LEVEL (SEE DETAIL) .
5. PVC PIPE TO HAVE ROCK BACKFILL TO CENTERLINE OF PIPE (SEE DETAIL) .

STANDARD TRENCH DETAIL



EXFILTRATION NOTES:

1. PLASTIC FILTER FABRIC (AT EACH SIDE, TOP & BOTT.) SHALL BE USED IN SANDY AREAS AS NOTED ON PLANS AND/OR DIRECTED BY THE ENGINEER.
2. AFTER THE BALLAST ROCK HAS BEEN PLACED TO THE PROPER ELEVATION IT SHALL BE CAREFULLY WASHED DOWN WITH CLEAN WATER IN ORDER TO ALLOW FOR INITIAL SETTLEMENT THAT MAY OCCUR. (BALLAST ROCK - 3/4" or #57)

TYPICAL EXFILTRATION TRENCH DETAIL

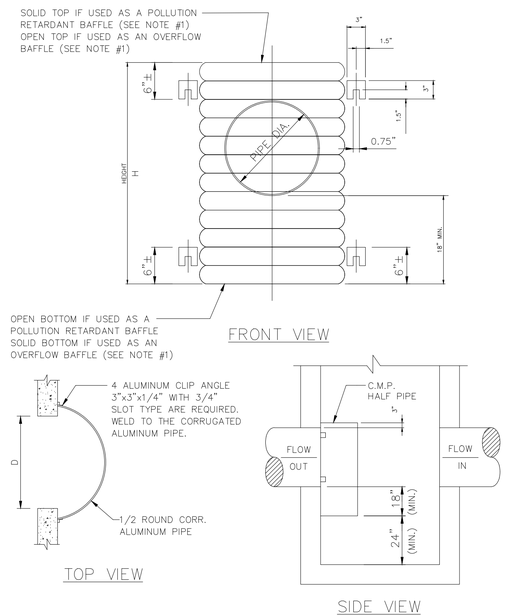
STANDARD DIMENSIONS		
PIPE DIA.	D (INCHES)	T (GAUGE)
10"	15"	16
15"	24"	16
18"	30"	16
24"	36"	16
30"	42"	14
36"	48"	14
42"	54"	14

NOTES:

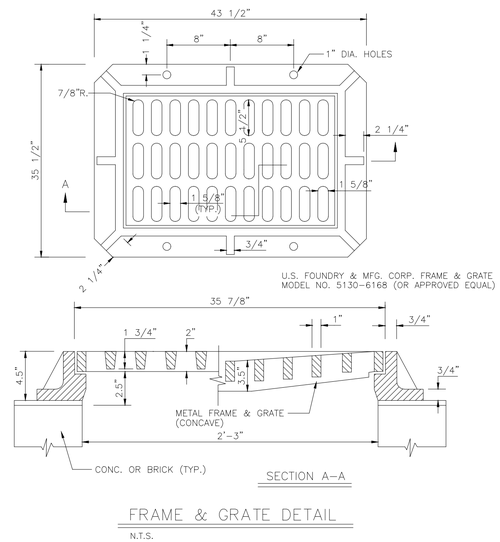
1. ALUMINUM SHEET OF SAME THICKNESS (GAGE) AS PIPE SHALL BE WELDED TO CLOSE OPENING.
2. BAFFLE SHALL BE AS MANUFACTURED BY SOUTHERN CULVERT OR ENGINEER'S APPROVED EQUAL.
3. NEOPRENE GASKET (3/8"x 2") SHALL BE INSTALLED AT ALL BAFFLES.
4. ANCHOR W/ 1/2" GALV. LAG-BOLT IN LEAD SHIELD (TYP.)
5. GRATING SHALL BE OFFSET, IF STRUCTURE IS USED AS OVERFLOW

NOTE:

18"MIN. FROM PIPE INVERT TO BOTTOM OF BAFFLE., AND
24"MIN. FROM BOTTOM OF BAFFLE TO BOTTOM OF DRAINAGE STRUCTURE



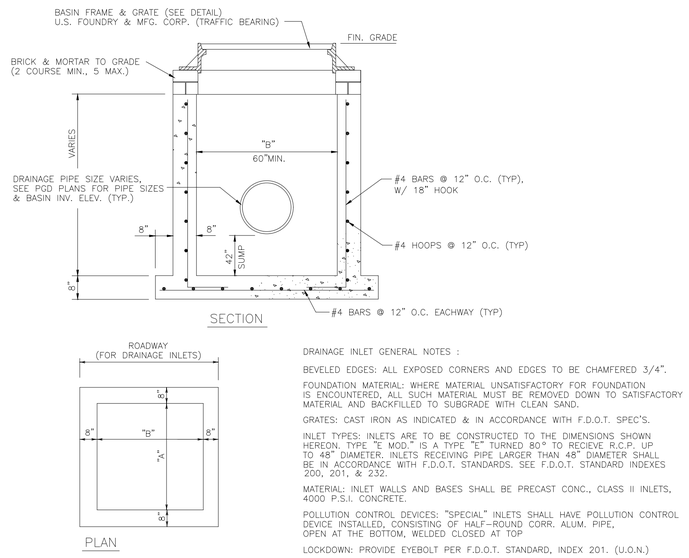
POLLUTION RETARDANT BAFFLE



FRAME & GRATE DETAIL

N.T.S.

FRAME / GRATE DETAIL



DRAINAGE INLET GENERAL NOTES :

BEVELED EDGES: ALL EXPOSED CORNERS AND EDGES TO BE CHAMFERED 3/4".

FOUNDATION MATERIAL: WHERE MATERIAL UNSATISFACTORY FOR FOUNDATION IS ENCOUNTERED, ALL SUCH MATERIAL MUST BE REMOVED DOWN TO SATISFACTORY MATERIAL AND BACKFILLED TO SUBGRADE WITH CLEAN SAND.

GRATES: CAST IRON AS INDICATED & IN ACCORDANCE WITH F.D.O.T. SPEC'S.

INLET TYPES: INLETS ARE TO BE CONSTRUCTED TO THE DIMENSIONS SHOWN HEREON. TYPE "E MOD." IS A TYPE "E" TURNED 80° TO RECIEVE R.C.P. UP TO 48" DIAMETER. INLETS RECEIVING PIPE LARGER THAN 48" DIAMETER SHALL BE IN ACCORDANCE WITH F.D.O.T. STANDARDS. SEE F.D.O.T. STANDARD INDEXES 200, 201, & 232.

MATERIAL: INLET WALLS AND BASES SHALL BE PRECAST CONC., CLASS II INLETS, 4000 P.S.I. CONCRETE.

POLLUTION CONTROL DEVICES: "SPECIAL" INLETS SHALL HAVE POLLUTION CONTROL DEVICE INSTALLED, CONSISTING OF HALF-ROUND CORR. ALUM. PIPE, OPEN AT THE BOTTOM, WELDED CLOSED AT TOP

LOCKDOWN: PROVIDE EYEBOLT PER F.D.O.T. STANDARD, INDEX 201. (U.O.N.)

CATCH BASIN DETAIL

DRAINAGE DETAILS
SCALE : NTS

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MAQSOOD M. NASIR
LICENCE NUMBER
63916

PROFESSIONAL ENGINEER
SEAL, SIGN AND DATE:

REVISION		
NO.	DATE	DESCRIPTION
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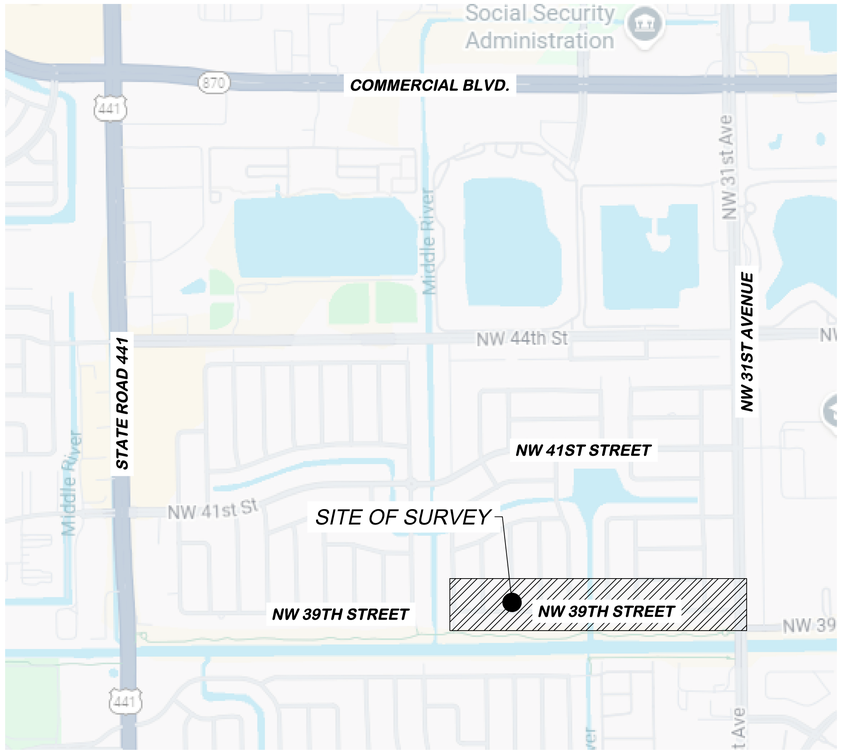
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LAUDERDALE LAKES, FL 33319

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DATE: 12/12/2025	
DRAWN BY MN	
PROJECT NO. 2025-C306	
REVISED BY NASIR	
SHEET NO.	**C-9**

SKETCH OF SURVEY
TOPOGRAPHIC SURVEY

NOTE: The undersigned and CRAVEN THOMPSON & ASSOCIATES, INC. make no representations or guarantees as to the information reflected hereon pertaining to easements, right-of-way, set back lines, reservations, agreements and other similar matters, and this instrument is not intended to reflect or set forth all such matters. Such information should be obtained and further, confirmed by others through appropriate title verification.
NOTE: Lands shown hereon were not abstracted for right-of-way and/or easements of record.



LOCATION MAP
(NOT TO SCALE)

SURVEYOR'S NOTES:

1. THIS TOPOGRAPHIC SURVEY WAS PREPARED IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR SURVEYING ESTABLISHED BY THE BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODES, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.
2. THIS SURVEY MAP AND REPORT OR COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL SEAL OR A UNIQUE ELECTRONIC SIGNATURE OF A FLORIDA LICENSED PROFESSIONAL SURVEYOR AND MAPPER UNDER CHAPTER RULES 5J-17.061 & 5J-17.062 FLORIDA ADMINISTRATIVE CODE.
3. THE EXPECTED USE OF THIS SURVEY IS TO PROVIDE TOPOGRAPHIC ELEVATIONS AND ABOVE GROUND FEATURES OF A PORTION OF SECTION 19 TOWNSHIP 49 SOUTH, RANGE 42 EAST, AS DESCRIBED HEREON FOR THE CITY OF FORT LAUDERDALE FLORIDA.
4. A SEARCH OF THE PUBLIC RECORDS FOR OWNERSHIP, EASEMENTS, RIGHTS-OF-WAY, OR OTHER MATTERS OF RECORD WAS NOT PERFORMED BY CRAVEN THOMPSON & ASSOCIATES, INC. THERE MAY BE ADDITIONAL INFORMATION RECORDED IN THE PUBLIC RECORDS THAT IS NOT SHOWN HEREON. FOR FURTHER INFORMATION, CONTACT A QUALIFIED TITLE COMPANY OR CONSULT THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.
5. THE BEARINGS SHOWN HEREON ARE BASED ON THE BEARING NORTH 89°14'51" EAST, ALONG THE CENTERLINE OF NORTHWEST 39TH STREET, "ORIOLE ESTATES SECTION 8" , ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 65, PAGE 9 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA.
6. THIS SURVEY DRAWING HORIZONTAL PROJECTION ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 (NAD 83/11) 2011 PROJECTION, STATE PLANE, FLORIDA EAST ZONE, U.S. SURVEY FEET
7. THE ELEVATIONS SHOWN HEREON ARE BASED ON NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 1988), ESTABLISHED FROM THE NATIONAL GEODETIC SURVEY CONTROL MONUMENT DATA SHEET, A BRASS DISC IN CONCRETE STAMPED "Q 664", WITH AN ELEVATION=7.41 FEET (NAVD88).
8. THIS MAP IS INTENDED TO BE DISPLAYED AT A SCALE 1"=20' FOR SHEET V2 THRU V4, HORIZONTAL FEATURE LOCATIONS ARE TO THE CENTER OF THE SYMBOL AND MAY BE ENLARGED FOR CLARITY AND MAY NOT REPRESENT THE ACTUAL SIZE OR SHAPE OF THE FEATURE
9. THIS SURVEY CONSISTS OF 4 SHEETS AND EACH SHEET SHALL NOT BE CONSIDERED FULL, VALID AND COMPLETE UNLESS ATTACHED TO THE OTHER.
10. IRRIGATION FEATURES, SUCH AS SPRINKLERS, ARE NOT SHOWN HEREON.
11. SUBSURFACE FEATURES ARE NOT SHOWN HEREON. THIS SITE COULD HAVE UNDERGROUND INSTALLATIONS THAT ARE NOT SHOWN HEREON. BEFORE DESIGN, CONSTRUCTION, OR EXCAVATION CONTACT 811 AND/OR THE APPROPRIATE UTILITY COMPANIES FOR FIELD VERIFICATION OF UTILITIES.
12. THE DIMENSIONS SHOWN HEREON ARE BASED UPON U.S. SURVEY FEET AND FRACTIONAL PARTS THEREOF.
13. THE SURVEYOR DID NOT INSPECT THIS PROPERTY FOR ENVIRONMENTAL HAZARDS.
14. THE INFORMATION DEPICTED ON THIS SKETCH OF SURVEY REPRESENTS THE RESULTS OF A FIELD SURVEY ON THE DATE INDICATED ON THE BORDER OF THE DRAWING AND CAN ONLY BE CONSIDERED VALID FOR THIS DATE AND INDICATES THE GENERAL CONDITIONS EXISTING AT THE TIME OF THE FIELD SURVEY. THIS SKETCH OF SURVEY CANNOT BE RELIED UPON BY PERSONS OR ENTITIES OTHER THAN THOSE PERSONS OR ENTITIES CERTIFIED TO HEREON. ADDITIONS OR DELETIONS TO THIS SURVEY AND/OR REPORTS BY PEOPLE OR PERSONS OTHER THAN THE SIGNING PARTIES ARE PROHIBITED WITHOUT PRIOR WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.THE INFORMATION CONTAINED IN THIS DOCUMENT WAS PREPARED BY CRAVEN THOMPSON & ASSOCIATES, INC. (CTA). CTA HAS TAKEN PRECAUTIONS TO ENSURE THE ACCURACY OF THIS DOCUMENT AND THE DATA REFLECTED HEREIN. CTA CANNOT NOT GUARANTEE THAT ALTERATIONS AND/OR MODIFICATIONS WILL NOT BE MADE TO THE DATA CONTAINED IN THIS DOCUMENT BY OTHERS AFTER IT LEAVES OUR POSSESSION. THIS DOCUMENT MUST BE COMPARED TO THE ORIGINAL HARD COPY (WHICH BEARS THE SURVEYOR'S CERTIFICATION SEAL) TO ENSURE THE ACCURACY OF THE INFORMATION CONTAINED HEREON AND TO FURTHER ENSURE THAT ALTERATIONS AND/OR MODIFICATIONS HAVE NOT BEEN MADE. CTA MAKES NO WARRANTIES, EXPRESSED OR IMPLIED, CONCERNING THE ACCURACY OF THE INFORMATION CONTAINED IN THIS OR ANY DOCUMENT TRANSMITTED OR REVIEWED BY COMPUTER OR OTHER ELECTRONIC MEANS. CONTACT CTA FOR VERIFICATION OF ACCURACY.
15. THIS FIRM HAS IDENTIFIED THE VARIOUS TYPES OF TREES LOCATED ON THIS SITE BASED ON COMMON KNOWLEDGE OF TREE SPECIES. FOR POSITIVE IDENTIFICATION OF TREE SPECIES A QUALIFIED LANDSCAPE ARCHITECT OR BOTANIST SHOULD BE CONSULTED. TREES THREE (3") CALIPER INCHES OR LARGER, WHEN MEASURED AT BREAST HEIGHT, ARE SHOWN ON THE SURVEY DRAWING. HEDGES AND GROUND COVER ARE NOT SHOWN THE SURVEY DRAWING. EXOTIC TREES SUCH AS MELALEUCA, BRAZILIAN PEPPER, AND AUSTRALIAN PINE ARE NOT SHOWN ON THE SURVEY DRAWING.
16. CERTAIN FEATURES ARE REPRESENTED BY THE SYMBOLS REFLECTED IN THIS MAP. THE LEGEND OF FEATURES MAY HAVE BEEN ENLARGED FOR CLARITY AND MAY NOT REPRESENT THE ACTUAL SHAPE OR SIZE OF THE FEATURE. THE SYMBOLS HAVE BEEN PLOTTED AT THE APPROXIMATE CENTER OF THE FEATURE BASED UPON THE FIELD LOCATION.
17. AERIAL IMAGES SHOWN IN THE BACKGROUND OF SHEETS V-2 THROUGH V-4 ARE REFERENCED FROM THAT BROWARD RGB MOSAIC FILE USED BY CRAVEN THOMPSON & ASSOCIATES, INC., AND ARE ONLY SHOWN TO ENHANCE THIS SURVEY PRODUCT. SAID AERIAL IMAGES MAY NOT NOT BE ACCURATE AND MAYBE OUTDATED

CONTROL LEGEND:

- BENCHMARK (B.M.)
- NAIL & DISC
- IRON PIPE (P)
- IRON ROD (R)

LEGEND:

- CATCH BASIN
- CLEANOUT
- DECORATIVE LIGHT POLE
- ELECTRICAL METER
- POINT OF CONTIUATION
- FIRE HYDRANT
- METAL LIGHT POLE
- SIGN
- SANITARY MANHOLE
- TREE (REFER TO TREE TABLE)
- PALM TREE (REFER TO TREE TABLE)
- WATER METER
- WATER VALVE (WV)
- GUY ANCHOR
- WOOD POWER POLE
- FIBER OPTIC PULL BOX
- TELEPHONE PULL BOX
- STM — STORM LINE
- SS — SANITARY LINE
- OHW — OVERHEAD WIRES
- HARD SURFACE ELEVATIONS (x.xx HS)
- SOFT SURFACE ELEVATIONS (x.xx S)

ABBREVIATIONS:

B.C.R.	BROWARD COUNTY RECORDS
BOS	BOTTOM OF STRUCTURE
BH	BUD HEIGHT
℄	CENTERLINE
CLF	CHAIN LINK FENCE
CTA	CRAVEN & THOMSON ASSOCIATES
CONC.	CONCRETE
CMP	CONCRETE METAL PIPE
ELEV.	ELEVATION
FND	FOUND
HDPE	HIGH DENSITY POLYETHYLENE PIPE
I.E.	INVERT ELEVATION
LB	LICENSED BUSINESS
NAD	NORTH AMERICAN DATUM
NAVD 88	NORTH AMERICAN VERTICAL DATUM OF 1988
ORB	OFFICIAL RECORD BOOK
P.B.	PLAT BOOK
PSM	PROFESSIONAL SURVEYOR AND MAPPER
PG.	PAGE
PVC	POLYVINYL CHLORIDE PIPE
R.E	RIM ELEVATION
RCP	REINFORCED CONCRETE STEEL
R/W	RIGHT OF WAY
TELE	TELEPHONE
TR	TREE NUMBER (REFER TO TREE TABLE)
TRAV	TRAVERSE
TYP.	TYPICAL
W/	WITH

TREE TABLE

TREE #	DESCRIPTION
TR 5	5" PALM ALEXANDER BH= 12'
TR 6	5" PALM ALEXANDER BH= 12'
TR 7	5" PALM ALEXANDER BH= 12'
TR 8	10" PALM COCONUT BH= 16'
TR 9	12" PALM COCONUT BH= 24'
TR 10	10" PALM COCONUT BH= 16'
TR 11	5" PALM ALEXANDER BH= 14'
TR 12	5" PALM ALEXANDER BH= 14'
TR 13	4" PALM ROBELLINI BH= 6'
TR 14	6" SHADE TREE
TR 15	6" SHADE TREE
TR 16	5" PALM ALEXANDER BH= 15'
TR 17	22" SHADE OAK
TR 18	9" PALM COCONUT BH= 13'
TR 19	14" PALM COCONUT BH= 25'
TR 20	10" PALM COCONUT BH= 23'
TR 21	9" PALM COCONUT BH= 15'
TR 22	10" PALM COCONUT BH= 25'
TR 23	10" PALM COCONUT BH= 25'
TR 24	10" PALM COCONUT BH= 25'
TR 25	4" PALM ROBELLINI BH= 12'
TR 26	12" SHADE FICUS
TR 27	10" PALM QUEEN BH= 14'
TR 28	10" PALM QUEEN BH= 9'
TR 29	36" PALM ARECA BAMBOO BH= 18'
TR 30	4" PALM ROBELLINI BH= 9'
TR 31	7" PALM CHRISTMAS BH= 15'
TR 32	8" PALM COCONUT BH= 6'
TR 33	10" PALM COCONUT BH= 9'
TR 34	10" PALM COCONUT BH= 16'
TR 35	10" PALM COCONUT BH= 9'
TR 36	12" PALM COCONUT BH= 15'
TR 37	4" PALM ROBELLINI BH= 9'
TR 38	10" PALM COCONUT BH= 9'
TR 39	4" PALM ROBELLINI BH= 9'
TR 40	4" PALM ROBELLINI BH= 9'
TR 41	10" PALM COCONUT BH= 22'
TR 42	10" PALM COCONUT BH= 22'
TR 43	10" PALM COCONUT BH= 18'
TR 44	10" PALM FOXTAIL BH= 18'
TR 600	8" PALM CHRISTMAS BH=5'
TR 601	6" PALM CHRISTMAS BH=6'
TR 602	6" PALM CHRISTMAS BH=8'
TR 603	6" PALM CHRISTMAS BH=6'

LEGAL DESCRIPTION:

A PARCEL OF LAND BEING A PORTION OF THE PLATTED 50' RIGHT-OF-WAY FOR NORTHWEST 39TH STREET, LYING EAST OF THE WEST RIGHT-OF-WAY LINE FOR NORTHWEST 34TH WAY AND LYING WEST OF THE WEST RIGHT-OF-WAY LINE FOR NORTHWEST 31ST AVENUE, "ORIOLE ESTATES SECTION 7", ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 64, PAGE 14, AND "ORIOLE ESTATES SECTION 8", ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 65, PAGE 9, ALL OF THE PUBLIC RECORDS OF BROWARD COUNTY FLORIDA.

SAID LANDS SITUATE IN THE CITY OF LAUDERDALE LAKES, BROWARD COUNTY, FLORIDA.

CERTIFICATE:

I HEREBY CERTIFY THAT THIS TOPOGRAPHIC SURVEY AND OTHER PERTINENT DATA SHOWN HEREON, OF THE ABOVE DESCRIBED PROPERTY, CONFORMS TO THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN THE STATE OF FLORIDA, AS OUTLINED IN CHAPTER 5J-17, (FLORIDA ADMINISTRATIVE CODE) AS ADOPTED BY DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS, PURSUANT TO CHAPTER 472.027, FLORIDA STATUTES AND THAT SAID SURVEY IS TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE AND BELIEF.

DATE OF LAST FIELD DATE: 11-11-2025

CRAVEN THOMPSON & ASSOCIATES, INC.
LICENSED BUSINESS NUMBER #271

SEE SHEET V-2 THROUGH V-4 FOR SITE TOPOGRAPHIC INFORMATION

RAYMOND YOUNG- PSM- FOR THE FIRM
PROFESSIONAL SURVEYOR AND MAPPER NO 5799
STATE OF FLORIDA
THIS SKETCH AND DESCRIPTION OR COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OR A UNIQUE ELECTRONIC SIGNATURE OF A FLORIDA LICENSED PROFESSIONAL SURVEYOR AND MAPPER UNDER CHAPTER RULES 5J-17.061 & 5J-17.062 FLORIDA ADMINISTRATIVE CODE.

DATE: 11/11/25
SCALE: 1"=20'
DRAWN BY: AC
CHECKED BY: RY
FIELDBOOK: 3310
PAGE(S): 16-25

	BY:	DATE:
1		

DESCRIPTION:

CRAVEN • THOMPSON AND ASSOCIATES, INC.
ENGINEERS • PLANNERS • SURVEYORS
3563 N.W. 53RD STREET, FORT LAUDERDALE, FLORIDA 33309
TEL.: (954) 739-6400
FAX: (954) 739-6409
FLORIDA LICENSED ENGINEERING, SURVEYING & MAPPING BUSINESS No. 271
FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS No. C000114

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LAUDERDALE LAKES SITE #5
NORTHWEST 39TH STREET
FORT LAUDERDALE, FLORIDA, 33309

PREPARED FOR:
CITY OF LAUDERDALE LAKES

TOPOGRAPHIC SURVEY

SEAL

PROJECT NO.
25-0051-001-01

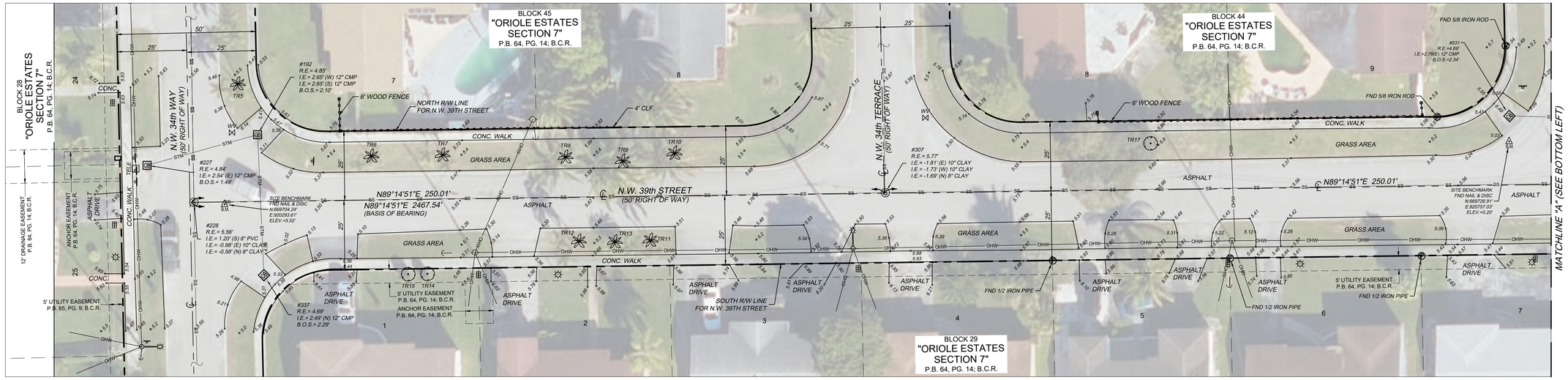
V-1
SHEET 1 OF 4

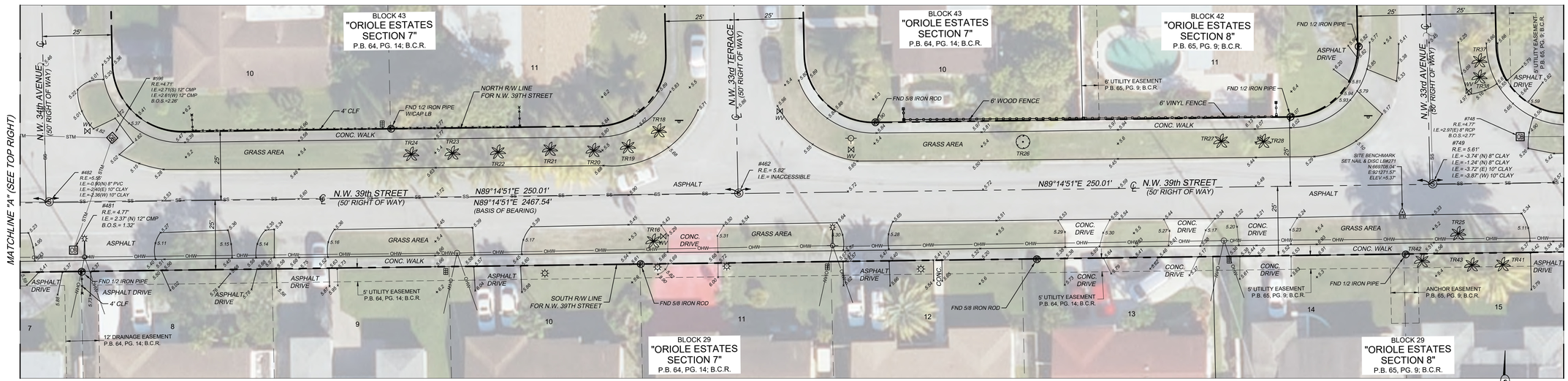
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SKETCH OF SURVEY
TOPOGRAPHIC SURVEY

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NOTE: Lands shown hereon were not abstracted for right-of-way and/or easements of record.

0 20' 40'
GRAPHIC SCALE IN FEET





0 20' 40'
GRAPHIC SCALE IN FEET

SEE SHEET V-1 FOR SURVEYORS NOTES , PROJECT DATA
SEE SHEET V-3 AND V-4 FOR REMAINDER OF SITE TOPOGRAPHIC INFORMATION

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DATE:	11/11/25
SCALE:	1"=20'
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FIELDBOOK:	3310
PAGE(S):	16-25

NO.	DESCRIPTION:	DATE:	BY:
1			

LAUDERDALE LAKES SITE #5
NORTHWEST 39TH STREET
FORT LAUDERDALE, FLORIDA, 33309

PREPARED FOR:
CITY OF LAUDERDALE LAKES

TOPOGRAPHIC SURVEY

SEAL

PROJECT NO.
25-0051-001-01

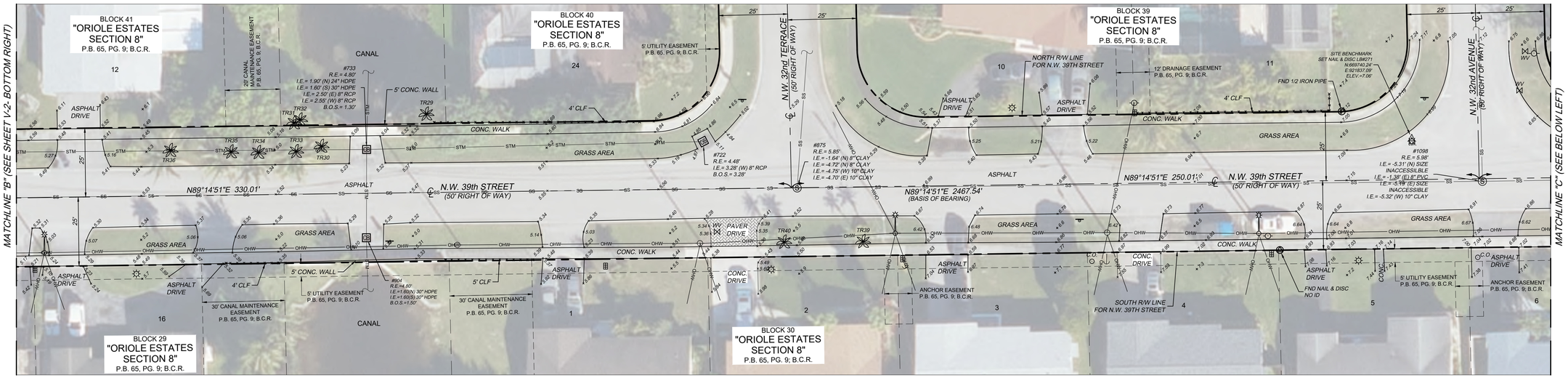
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SHEET 2 OF 4

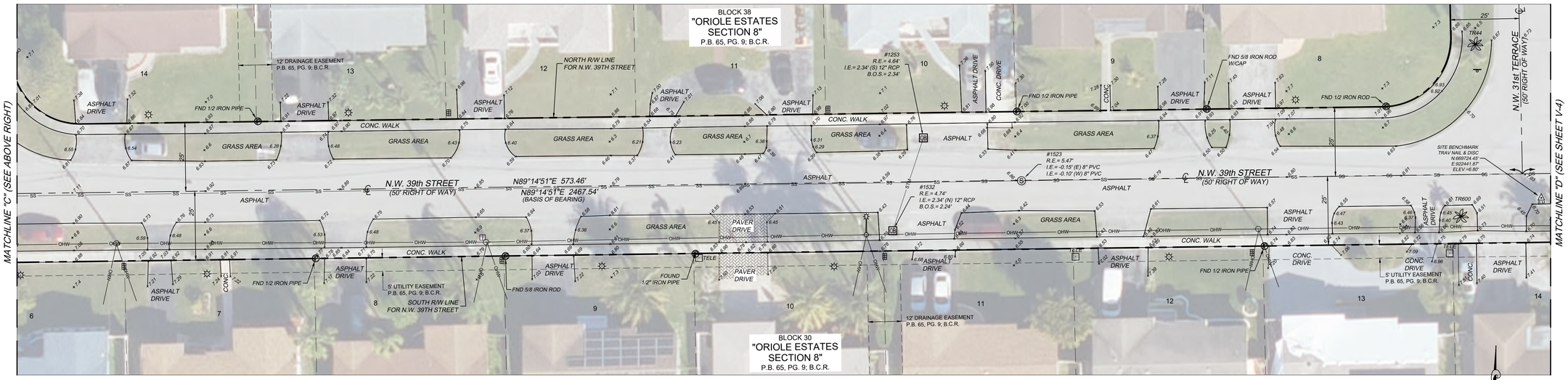
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SKETCH OF SURVEY
TOPOGRAPHIC SURVEY

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0 20' 40'
GRAPHIC SCALE IN FEET





SEE SHEET V-1 FOR SURVEYORS NOTES , PROJECT DATA
SEE SHEET V-2 AND V-4 FOR REMAINDER OF SITE TOPOGRAPHIC INFORMATION

0 20' 40'
GRAPHIC SCALE IN FEET

DATE:	11/11/25
SCALE:	1"=20'
DRAWN BY:	AC
CHECKED BY:	RY
FIELDBOOK:	3310
PAGE(S):	16-25

BY:	DATE:	DESCRIPTION:
1		

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ENGINEERS • PLANNERS • SURVEYORS
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FLORIDA LICENSED LANDSCAPE ARCHITECTURE BUSINESS No. C000114

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LAUDERDALE LAKES SITE #5
NORTHWEST 39TH STREET
FORT LAUDERDALE, FLORIDA, 33309

PREPARED FOR:
CITY OF LAUDERDALE LAKES

TOPOGRAPHIC SURVEY

SEAL

PROJECT NO.
25-0051-001-01

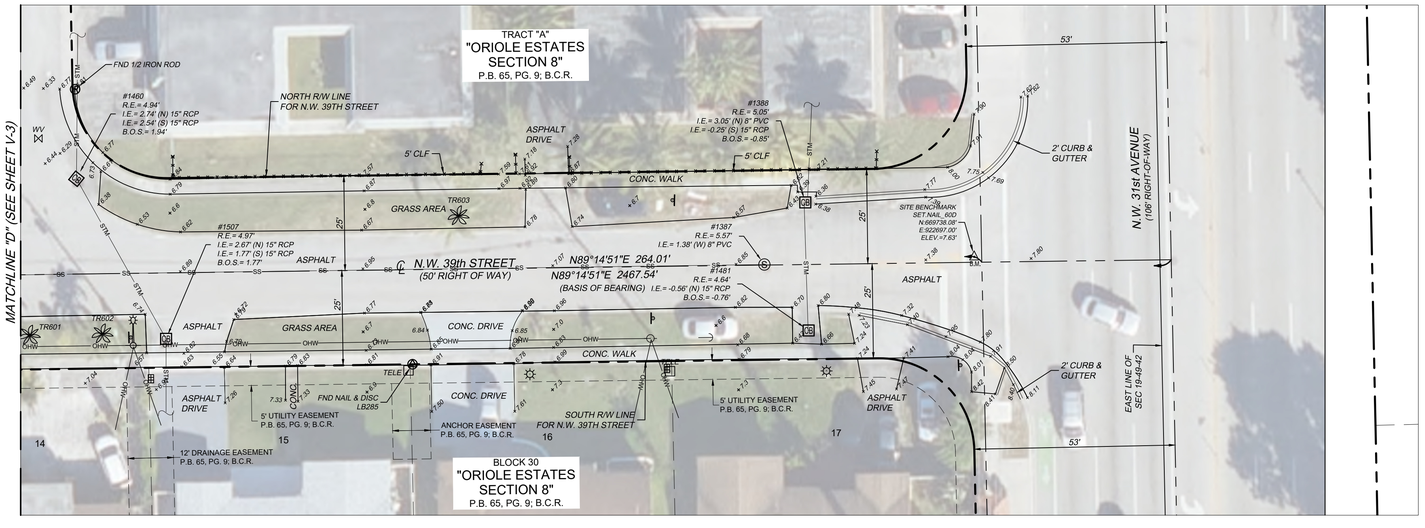
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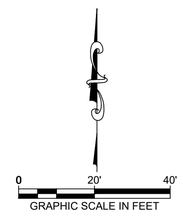
SHEET 3 OF 4

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SKETCH OF SURVEY
TOPOGRAPHIC SURVEY

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SEE SHEET V-1 FOR SURVEYORS NOTES , PROJECT DATA
SEE SHEET V-2 AND V-3 FOR REMAINDER OF SITE TOPOGRAPHIC INFORMATION

DATE: 11/11/25
SCALE: 1"=20'
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FIELDBOOK: 3310
PAGE(S): 16-25

	DATE:	BY:	DESCRIPTION:
1			

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LAUDERDALE LAKES SITE #5
NORTHWEST 39TH STREET
FORT LAUDERDALE, FLORIDA, 33309

PREPARED FOR:
CITY OF LAUDERDALE LAKES

TOPOGRAPHIC SURVEY

SEAL

PROJECT NO.
25-0051-001-01

V-4
SHEET 4 OF 4

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CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Contract Requirement:

Title
UPDATE ON THE HIRING OF THE NEW CITY MANAGER (SPONSORED BY MAYOR EDWARDS PHILLIPS)
Summary
Staff Recommendation

Background:
Funding Source:

Fiscal Impact:
Sponsor Name/Department: Mayor Edwards Phillips, Mayor and City Commission
Meeting Date: 1/12/2026

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Contract Requirement:

Title
UPDATE ON THE TRAFFIC CALMING DEVICES
Summary
Staff Recommendation

Background:
Funding Source:

Fiscal Impact:
Sponsor Name/Department:
Meeting Date: 1/12/2026

CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: Contract Requirement:

Title

FUTURE MEETINGS

Summary

The next scheduled City Commission Workshop will take place January 26, 2026 at 5 p.m.
The next scheduled City Commission Meeting will take place on January 27, 2026 at 7 p.m.

Staff Recommendation

Background:
Funding Source:

Fiscal Impact:
Sponsor Name/Department:
Meeting Date: 1/12/2026