

Solicitation PNC2117368P1

Parking Access Revenue Control System (PARCS) Replacement for Port Everglades

Bid Designation: Public



Broward County Board of County Commissioners

Bid PNC2117368P1

Parking Access Revenue Control System (PARCS) Replacement for Port Everglades

Bid Number PNC2117368P1

Bid Title Parking Access Revenue Control System (PARCS) Replacement for Port Everglades

Bid Start Date In Held

Bid End Date Feb 25, 2019 5:00:00 PM EST

Question & Answer End Date Feb 14, 2019 5:00:00 PM EST

Bid Contact Mark Roberts
954-357-6164
maroberts@broward.org

Bid Contact Michal Durden
954-357-8632
mdurden@broward.org

Contract Duration 5 years

Contract Renewal See Specifications

Prices Good for Not Applicable

Pre-Bid Conference Feb 7, 2019 2:00:00 PM EST
Attendance is optional
Location: Port Everglades Administration Building
First Floor Auditorium
1850 Eller Drive, Fort Lauderdale, FL 33316
All contractors will need to sign-in with Port security staff at the building's lobby entrance.
Allow extra time for entry at Port entrance security checkpoints.
A county staff led site visit of the facilities will immediately follow the meeting. This will be the only opportunity to tour these parking facilities.

Attendance at this site visit/pre-bid conference is optional. This information session presents an opportunity for bidders to clarify any concerns regarding the bid requirements. The bidder is cautioned that, although the site visit/pre-bid conference is optional, no modification or any changes will be allowed in the pricing because of the failure of the bidder(s) to have visited the site or to have attended the conference.

Job site visitation is strongly recommended; submission of a bid will be construed that the bidder is acquainted sufficiently with the work to be performed.

Bid Comments **RFP No. PNC2117368P1 - Parking Access Revenue Control System (PARCS) Replacement for Port Everglades**

Scope of Work: The Port Everglades Department seeks a qualified firm to provide a Parking Access Revenue Control System (PARCS) replacement at the Port Everglades. Scope includes, but is not limited to, the furnishing of all labor, materials, equipment, services and incidentals to configure, purchase, install, setup, and provide testing, training, system support and maintenance. Project schedule requires that the replacement system be installed, completed and fully operational within 120 calendar days from the

issuance of a Notice to Proceed.

Contract: Contract term is for five years with one five-year renewal. Single contract award to the responsive, responsible bidder/proposer that is highest scored, first-ranked firm. There will be no awards by individual group, lot or line.

Pricing: Quantiles provided are estimated and not guaranteed, but are best known estimated quantities for pricing purposes. Quantities listed on the Item Response Form are for bid comparison and evaluation points scored for Price will include base bid items PNC2117368P1--01-01 through PNC2117368P1--10-02. Optional Equipment Items (Groups 11 and 12), will not be included in scoring of points for Price. All Items and quantities MUST be bid as specified. If an item is included as part of another item, a \$0 must be entered for that item and the full price entered for the other item.

Goal Participation: This solicitation includes participation goals for Broward County certified County Business Enterprises. Refer to Special Instructions and the Office of Economic and Small Business Development Requirements section for additional information.

This is a Living Wage Service Contract – refer to Living Wage Ordinance Requirements section for additional information.

Questions and Answers: The County provides a specified time for Vendors to ask questions and seek clarification regarding the requirements of the solicitation. All questions or clarification inquiries must be submitted through BidSync by the date and time referenced in the solicitation document (including any addenda). The County will respond to all questions via BidSync.

Submittals: Vendor MUST submit its solicitation response electronically and MUST confirm its submittal in order for the County to receive a valid response through BidSync. Refer to the Purchasing Division website or contact BidSync for submittal instructions. It is the Vendor's sole responsibility to assure its response is submitted and received through BidSync by the date and time specified in the solicitation. The County will not consider solicitation responses received by other means. Vendors are encouraged to submit their responses in advance of the due date and time specified in the solicitation document. In the event that the Vendor is having difficulty submitting the solicitation document through BidSync, immediately notify the Purchasing Agent and then contact BidSync for technical assistance.

Item Response Form

Item	PNC2117368P1--01-01 - Parking Management Office: Rack Mounted Servers
Lot Description	Parking Management Office
Quantity	2 each
Unit Price	<input type="text"/>
Delivery Location	Broward County Board of County Commissioners <u>PRT019</u> PORT EVERGLADES BUSINESS ADMINISTRATION DIVISION 1850 ELLER DRIVE 6TH FLOOR ADMINISTRATION BUILDING SUITE 603 FORT LAUDERDALE FL 33316 Qty 2

Description

Item	PNC2117368P1--01-02 - Parking Management Office: Desktop Work Stations
Lot Description	Parking Management Office
Quantity	3 each
Unit Price	<input type="text"/>

Broward County Board of
County Commissioners

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description



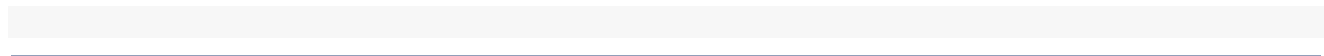
Item **PNC2117368P1--01-03 - Parking Management Office: Uninterruptible Power Supply Units, (UPS)**
Lot Description Parking Management Office
Quantity **5 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description



Item **PNC2117368P1--01-04 - Parking Management Office: VoIP Module**
Lot Description Parking Management Office
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description



Item **PNC2117368P1--01-05 - Parking Management Office: Hand-Held Computers**
Lot Description Parking Management Office
Quantity **10 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019

Broward County Board of
County Commissioners

PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 10

Description

Item **PNC2117368P1--01-06 - Parking Management Office: PARCS Application Software**
Lot Description **Parking Management Office**
Quantity **1 lump sum**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--02-01 - Northport Parking Garage: LED Sign, Equipment**
Lot Description **Northport Parking Garage**
Quantity **4 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 4

Description

Pay Here for Parking

Item **PNC2117368P1--02-02 - Northport Parking Garage: LED VMS Sign, Equipment**
Lot Description **Northport Parking Garage**
Quantity **10 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR

Broward County Board of
County Commissioners

ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 10

Description

LED VMS Programmable Signs

Item **PNC2117368P1--02-03 - Northport Parking Garage: Uninterruptible Power Supply Units, (UPS)**
Lot Description Northport Parking Garage
Quantity **17 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 17

Description

Item **PNC2117368P1--02-04 - Northport Parking Garage: VoIP Substation**
Lot Description Northport Parking Garage
Quantity **10 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 10

Description

Item **PNC2117368P1--02-05 - Northport Parking Garage: Entry Lane Equipment**
Lot Description Northport Parking Garage
Quantity **4 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316

Qty 4

Description

Item **PNC2117368P1--02-06 - Northport Parking Garage: Barrier Gate**
Lot Description Northport Parking Garage
Quantity **4 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 4

Description

Entry Lane

Item **PNC2117368P1--02-07 - Northport Parking Garage: Proximity Card Reader**
Lot Description Northport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Entry Lane

Item **PNC2117368P1--02-08 - Northport Parking Garage: Sunpass Reader**
Lot Description Northport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

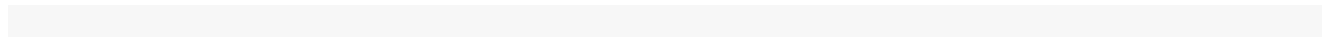
Entry Lane

Broward County Board of
County Commissioners



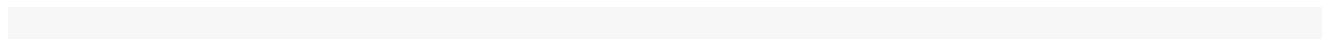
Item **PNC2117368P1--02-09 - Northport Parking Garage: Vehicle Detector**
Lot Description Northport Parking Garage
Quantity **5 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description



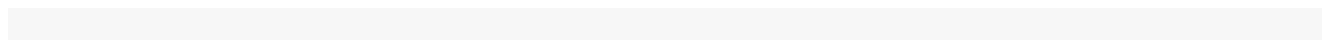
Item **PNC2117368P1--02-10 - Northport Parking Garage: Network Switch**
Lot Description Northport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description



Item **PNC2117368P1--02-11 - Northport Parking Garage: Exit Lane Equipment**
Lot Description Northport Parking Garage
Quantity **5 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description



Item **PNC2117368P1--02-12 - Northport Parking Garage: Barrier Gate**

Broward County Board of
County Commissioners

Lot Description Northport Parking Garage
Quantity 5 each
Unit Price

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description
Exit Lane

Item PNC2117368P1--02-13 - Northport Parking Garage: Proximity Card Reader
Lot Description Northport Parking Garage
Quantity 2 each
Unit Price

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description
Exit Lane

Item PNC2117368P1--02-14 - Northport Parking Garage: Sunpass Reader
Lot Description Northport Parking Garage
Quantity 2 each
Unit Price

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description
Exit Lane

Item PNC2117368P1--02-15 - Northport Parking Garage: Fee Computer
Lot Description Northport Parking Garage
Quantity 1 each

Broward County Board of
County Commissioners

Unit Price

Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--02-16 - Northport Parking Garage: Pay-on-Foot Station, Credit Card Only**

Lot Description Northport Parking Garage

Quantity **3 each**

Unit Price

Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description

Item **PNC2117368P1--02-17 - Northport Parking Garage: Pay-on-Foot Station, Cash and Credit Card**

Lot Description Northport Parking Garage

Quantity **4 each**

Unit Price

Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 4

Description

Item **PNC2117368P1--03-01 - Midport Parking Garage: LED Sign, Equipment**

Lot Description Midport Parking Garage

Quantity **2 each**

Unit Price

Broward County Board of
County Commissioners

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description
Pay Here for Parking

Item **PNC2117368P1--03-02 - Midport Parking Garage: LED VMS Sign, Equipment**
Lot Description **Midport Parking Garage**
Quantity **7 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 7

Description
LED VMS Programmable Signs

Item **PNC2117368P1--03-03 - Midport Parking Garage: Uninterruptible Power Supply Units, (UPS)**
Lot Description **Midport Parking Garage**
Quantity **12 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 12

Description

Item **PNC2117368P1--03-04 - Midport Parking Garage: VoIP Substation**
Lot Description **Midport Parking Garage**
Quantity **8 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES

Broward County Board of
County Commissioners

BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 8

Description

Item **PNC2117368P1--03-05 - Midport Parking Garage: Entry Lane Equipment**
Lot Description Midport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--03-06 - Midport Parking Garage: Barrier Gate**
Lot Description Midport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description
Entry Lane

Item **PNC2117368P1--03-07 - Midport Parking Garage: Proximity Card Reader**
Lot Description Midport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603

Broward County Board of
County Commissioners

FORT LAUDERDALE FL 33316
Qty 2

Description
Entry Lane

Item **PNC2117368P1--03-08 - Midport Parking Garage: Sunpass Reader**
Lot Description Midport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description
Entry Lane

Item **PNC2117368P1--03-09 - Midport Parking Garage: Vehicle Detector**
Lot Description Midport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--03-10 - Midport Parking Garage: Network Switch**
Lot Description Midport Parking Garage
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--03-11 - Midport Parking Garage: Exit Lane Equipment**

Lot Description Midport Parking Garage

Quantity **5 each**

Unit Price

Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description

Item **PNC2117368P1--03-12 - Midport Parking Garage: Barrier Gate**

Lot Description Midport Parking Garage

Quantity **5 each**

Unit Price

Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description

Exit Lane

Item **PNC2117368P1--03-13 - Midport Parking Garage: Proximity Card Reader**

Lot Description Midport Parking Garage

Quantity **2 each**

Unit Price

Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Exit Lane

Broward County Board of
County Commissioners

Item **PNC2117368P1--03-14 - Midport Parking Garage: Sunpass Reader**
Lot Description **Midport Parking Garage**
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Exit Lane

Item **PNC2117368P1--03-15 - Midport Parking Garage: Fee Computer**
Lot Description **Midport Parking Garage**
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--03-16 - Midport Parking Garage: Pay-on-Foot Station, Credit Card Only**
Lot Description **Midport Parking Garage**
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--03-17 - Midport Parking Garage: Pay-on-Foot Station, Cash and Credit Card**
Lot Description **Midport Parking Garage**

Broward County Board of
County Commissioners

Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

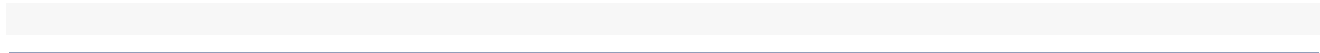
Description



Item **PNC2117368P1--04-01 - Terminal 4 Surface Lot: LED VMS Sign, Equipment**
Lot Description Terminal 4 Surface Lot
Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

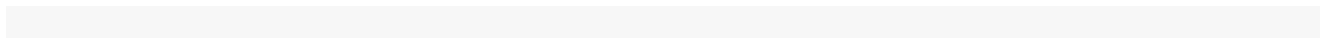
Description

LED VMS Programmable Signs



Item **PNC2117368P1--04-02 - Terminal 4 Surface Lot: Uninterruptible Power Supply Units, (UPS)**
Lot Description Terminal 4 Surface Lot
Quantity **6 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 6

Description



Item **PNC2117368P1--04-03 - Terminal 4 Surface Lot: VoIP Substation**
Lot Description Terminal 4 Surface Lot
Quantity **6 each**
Unit Price

Broward County Board of
County Commissioners

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 6

Description

Item **PNC2117368P1--04-04 - Terminal 4 Surface Lot: Entry Lane Equipment**
Lot Description **Terminal 4 Surface Lot**
Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description

Item **PNC2117368P1--04-05 - Terminal 4 Surface Lot: Barrier Gate**
Lot Description **Terminal 4 Surface Lot**
Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description

Entry Lane

Item **PNC2117368P1--04-06 - Terminal 4 Surface Lot: Proximity Card Reader**
Lot Description **Terminal 4 Surface Lot**
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES

Broward County Board of
County Commissioners

BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description
Entry Lane

Item **PNC2117368P1--04-07 - Terminal 4 Surface Lot: Sunpass Reader**
Lot Description Terminal 4 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description
Entry Lane

Item **PNC2117368P1--04-08 - Terminal 4 Surface Lot: Vehicle Detector**
Lot Description Terminal 4 Surface Lot
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--04-09 - Terminal 4 Surface Lot: Network Switch**
Lot Description Terminal 4 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603

Broward County Board of
County Commissioners

FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--04-10 - Terminal 4 Surface Lot: Exit Lane Equipment**
Lot Description Terminal 4 Surface Lot
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--04-11 - Terminal 4 Surface Lot: Barrier Gate**
Lot Description Terminal 4 Surface Lot
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description
Exit Lane

Item **PNC2117368P1--04-12 - Terminal 4 Surface Lot: Proximity Card Reader**
Lot Description Terminal 4 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Broward County Board of
County Commissioners

Exit Lane

Item **PNC2117368P1--04-13 - Terminal 4 Surface Lot: Sunpass Reader**
Lot Description Terminal 4 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description
Exit Lane

Item **PNC2117368P1--04-14 - Terminal 4 Surface Lot: Fee Computer**
Lot Description Terminal 4 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--05-01 - Terminal 18 Surface Lot: LED VMS Sign, Equipment**
Lot Description Terminal 18 Surface Lot
Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description
LED VMS Programmable Signs

Broward County Board of
County Commissioners

Item **PNC2117368P1--05-02 - Terminal 18 Surface Lot: Uninterruptible Power Supply Units, (UPS)**
Lot Description Terminal 18 Surface Lot
Quantity **6 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 6

Description

Item **PNC2117368P1--05-03 - Terminal 18 Surface Lot: VoIP Substation**
Lot Description Terminal 18 Surface Lot
Quantity **6 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 6

Description

Item **PNC2117368P1--05-04 - Terminal 18 Surface Lot: Entry Lane Equipment**
Lot Description Terminal 18 Surface Lot
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--05-05 - Terminal 18 Surface Lot: Barrier Gate**
Lot Description Terminal 18 Surface Lot

Broward County Board of
County Commissioners

Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description
Entry Lane

Item **PNC2117368P1--05-06 - Terminal 18 Surface Lot: Proximity Card Reader**
Lot Description Terminal 18 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description
Entry Lane

Item **PNC2117368P1--05-07 - Terminal 18 Surface Lot: Sunpass Reader**
Lot Description Terminal 18 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description
Entry Lane

Item **PNC2117368P1--05-08 - Terminal 18 Surface Lot: Vehicle Detector**
Lot Description Terminal 18 Surface Lot
Quantity **2 each**
Unit Price

Broward County Board of
County Commissioners

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--05-09 - Terminal 18 Surface Lot: Network Switch**
Lot Description Terminal 18 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--05-10 - Terminal 18 Surface Lot: Exit Lane Equipment**
Lot Description Terminal 18 Surface Lot
Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description

Item **PNC2117368P1--05-11 - Terminal 18 Surface Lot: Barrier Gate**
Lot Description Terminal 18 Surface Lot
Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES

Broward County Board of
County Commissioners

BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description
Exit Lane

Item **PNC2117368P1--05-12 - Terminal 18 Surface Lot: Proximity Card Reader**
Lot Description Terminal 18 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description
Exit Lane

Item **PNC2117368P1--05-13 - Terminal 18 Surface Lot: Sunpass Reader**
Lot Description Terminal 18 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description
Exit Lane

Item **PNC2117368P1--05-14 - Terminal 18 Surface Lot: Fee Computer**
Lot Description Terminal 18 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603

Broward County Board of
County Commissioners

FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--06-01 - Terminal 19 Surface Lot: LED VMS Sign, Equipment**
Lot Description Terminal 19 Surface Lot
Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description

LED VMS Programmable Signs

Item **PNC2117368P1--06-02 - Terminal 19 Surface Lot: Uninterruptible Power Supply Units, (UPS)**
Lot Description Terminal 19 Surface Lot
Quantity **6 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 6

Description

Item **PNC2117368P1--06-03 - Terminal 19 Surface Lot: VoIP Substation**
Lot Description Terminal 19 Surface Lot
Quantity **6 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 6

Description

Broward County Board of
County Commissioners

Item **PNC2117368P1--06-04 - Terminal 19 Surface Lot: Entry Lane Equipment**
Lot Description Terminal 19 Surface Lot
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--06-05 - Terminal 19 Surface Lot: Barrier Gate**
Lot Description Terminal 19 Surface Lot
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Entry Lane

Item **PNC2117368P1--06-06 - Terminal 19 Surface Lot: Proximity Card Reader**
Lot Description Terminal 19 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Entry Lane

Broward County Board of
County Commissioners

Item **PNC2117368P1--06-07 - Terminal 19 Surface Lot: Sunpass Reader**
Lot Description Terminal 19 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description
Entry Lane

Item **PNC2117368P1--06-08 - Terminal 19 Surface Lot: Vehicle Detector**
Lot Description Terminal 19 Surface Lot
Quantity **2 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 2

Description

Item **PNC2117368P1--06-09 - Terminal 19 Surface Lot: Network Switch**
Lot Description Terminal 19 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--06-10 - Terminal 19 Surface Lot: Exit Lane Equipment**
Lot Description Terminal 19 Surface Lot

Broward County Board of
County Commissioners

Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description

Item **PNC2117368P1--06-11 - Terminal 19 Surface Lot: Barrier Gate**
Lot Description Terminal 19 Surface Lot
Quantity **3 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 3

Description

Exit Lane

Item **PNC2117368P1--06-12 - Terminal 19 Surface Lot: Proximity Card Reader**
Lot Description Terminal 19 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Exit Lane

Item **PNC2117368P1--06-13 - Terminal 19 Surface Lot: Sunpass Reader**
Lot Description Terminal 19 Surface Lot
Quantity **1 each**
Unit Price

Broward County Board of
County Commissioners

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Exit Lane

Item **PNC2117368P1--06-14 - Terminal 19 Surface Lot: Fee Computer**
Lot Description Terminal 19 Surface Lot
Quantity **1 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--07-01 - Maintenance: Year 2 Hardware and Equipment Maintenance**
Lot Description Maintenance
Quantity **12 month**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 12

Description

Item **PNC2117368P1--07-02 - Maintenance: Year 3 Hardware and Equipment Maintenance**
Lot Description Maintenance
Quantity **12 month**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES

Broward County Board of
County Commissioners

BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 12

Description

Item **PNC2117368P1--07-03 - Maintenance: Year 4 Hardware and Equipment Maintenance**
Lot Description **Maintenance**
Quantity **12 month**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 12

Description

Item **PNC2117368P1--07-04 - Maintenance: Year 5 Hardware and Equipment Maintenance**
Lot Description **Maintenance**
Quantity **12 month**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 12

Description

Item **PNC2117368P1--07-05 - Maintenance: Year 2 Software Maintenance**
Lot Description **Maintenance**
Quantity **12 month**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603

Broward County Board of
County Commissioners

FORT LAUDERDALE FL 33316
Qty 12

Description

Item **PNC2117368P1--07-06 - Maintenance: Year 3 Software Maintenance**
Lot Description **Maintenance**
Quantity **12 month**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 12

Description

Item **PNC2117368P1--07-07 - Maintenance: Year 4 Software Maintenance**
Lot Description **Maintenance**
Quantity **12 month**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 12

Description

Item **PNC2117368P1--07-08 - Maintenance: Year 5 Software Maintenance**
Lot Description **Maintenance**
Quantity **12 month**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 12

Description

Broward County Board of
County Commissioners

Item **PNC2117368P1--08-01 - Removal: Existing Equipment Removal**
Lot Description **Removal**
Quantity **1 lump sum**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--09-01 - Disposal: Existing Equipment Disposal**
Lot Description **Disposal**
Quantity **1 lump sum**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--10-01 - Installation: Electrical**
Lot Description **Installation**
Quantity **1 lump sum**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Broward County Board of
County Commissioners

Item **PNC2117368P1--10-02 - Installation: Non-Electrical**
Lot Description **Installation**
Quantity **1 lump sum**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Item **PNC2117368P1--11-01 - Optional Equipment License Plate Recognition Cameras (LPR):
Northport LPR Cameras**
Lot Description **Optional Equipment License Plate Recognition Cameras (LPR)**
Quantity **9 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 9

Description

Northport Garage License Plate Recognition Cameras (LPR) including Interface for PARCS

Item **PNC2117368P1--11-02 - Optional Equipment License Plate Recognition Cameras (LPR):
Midport LPR Cameras**
Lot Description **Optional Equipment License Plate Recognition Cameras (LPR)**
Quantity **7 each**
Unit Price
Delivery Location **Broward County Board of County Commissioners**

PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 7

Description

Midport Garage License Plate Recognition Cameras (LPR) including Interface for PARCS

Broward County Board of
County Commissioners

Item **PNC2117368P1--11-03 - Optional Equipment License Plate Recognition Cameras (LPR):
Terminal 4 Surface Lot LPR Cameras**

Lot Description Optional Equipment License Plate Recognition Cameras (LPR)

Quantity **5 each**

Unit Price

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description

Terminal 4 Surface Lot License Plate Recognition Cameras (LPR) including Interface for PARCS

Item **PNC2117368P1--11-04 - Optional Equipment License Plate Recognition Cameras (LPR):
Terminal 18 Surface Lot LPR Cameras**

Lot Description Optional Equipment License Plate Recognition Cameras (LPR)

Quantity **5 each**

Unit Price

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description

Terminal 18 Surface Lot License Plate Recognition Cameras (LPR) including Interface for PARCS.

Item **PNC2117368P1--11-05 - Optional Equipment License Plate Recognition Cameras (LPR):
Terminal 19 Surface Lot LPR Cameras**

Lot Description Optional Equipment License Plate Recognition Cameras (LPR)

Quantity **5 each**

Unit Price

Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 5

Description

Terminal 19 Surface Lot License Plate Recognition Cameras (LPR) including Interface for PARCS.

Broward County Board of
County Commissioners

Item **PNC2117368P1--12-01 - Optional Equipment Space Counting: Northport Garage Space Counting System**
Lot Description **Optional Equipment Space Counting**
Quantity **1 lump sum**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Northport Garage Space counting system with outside signage.

Item **PNC2117368P1--12-02 - Optional Equipment Space Counting: Midport Garage Space Counting System**
Lot Description **Optional Equipment Space Counting**
Quantity **1 lump sum**
Unit Price
Delivery Location **Broward County Board of County Commissioners**
PRT019
PORT EVERGLADES
BUSINESS ADMINISTRATION DIVISION
1850 ELLER DRIVE 6TH FLOOR
ADMINISTRATION BUILDING SUITE 603
FORT LAUDERDALE FL 33316
Qty 1

Description

Midport Garage Space counting system with outside signage.

Scope of Work

Parking Access and Revenue Control System Replacement for Port Everglades

The Port Everglades Department seeks a qualified firm to provide a turn-key solution for the Parking Access Revenue Control System (PARCS) replacement at Port Everglades. Vendor shall provide all commodities and services including all necessary, incidental and related services as stated in and required by this Scope of Work.

Facility Description:

Port Everglades is one of the busiest cruise ports in the world, ranked third among cruise ports worldwide, and has more homeported cruise ships than any other port. 3.82 million passengers traveled through Port Everglades in the County's Fiscal Year 2017.

Port Everglades provides convenient parking for cruise passenger, with two (2) parking garages and three (3) surface parking lots for a total of 5,492 parking spaces. The garages and surface lots are well-illuminated, security-patrolled and provide disabled parking with unimpeded access to crosswalks and elevators. 83,500 parking transactions were processed during Fiscal Year 2017, generating \$7.8 million in revenue. The annual peak cruise season at Port Everglades runs from October through April.

The Northport Garage is located adjacent to the 600,000-square-foot Broward County Convention Center (BCCC), which has hosted more than 5 million guests and 5,500 meetings since opening its doors in 1991. The BCCC events generate close to 10% of the total annual parking revenue at Port Everglades.

Port Everglades Parking Facilities include:

Garage/Surface Lots	Parking Space Capacity
Northport Garage (six-story)	2,350
Midport Garage (six-story)	1,966
Terminal 4 Surface Lot	172
Terminal 18 Surface Lot	600
Terminal 19 Surface Lot	404
Total Parking Spaces	5,492

Future Construction

During the course of the Agreement, Port Everglades will be constructing a new garage for Terminals 2 and 4. As a result, a portion of the Northport Garage and the Terminal 4 Surface Lot will be impacted. Therefore, locations and/or number of Pay-on-Foot stations will be changing for the Northport Garage. Additional PARCS components and Pay-on-Foot stations will be added through an amendment to the agreement with the awarded Vendor for the new garage.

Parking Management Office

The Parking Management Office is located in front of the entrance to the Northport Garage. Installation of any PARCS components at the Parking Management Office should allow for the possibility of future relocation of the Office.

Major Elements of the PARCS:

- Entry Lane Equipment
- Exit Lane Equipment
- Fee Computer
- Automated Pay Stations (APS)

- Pay-on-Foot Stations for bankcards and US bills with bill-to-bill note recycling equipment (Cash)
- Pay-on-Foot Stations for bankcards only
- Secure VoIP intercom system with configurable call forwarding
- Proximity technology card readers
- Magnetic auto control barrier gates with folding breakaway arms
- Hand-held computers for processing payment transactions
- LED VMS signs at the entry and exit sides of the lanes
- LED signs above Pay-on-Foot Stations "Pay Here for Parking"
- PARCS Application Software (Software)
- Central Data Management System (Hardware) consisting of:
 - Hewlett Packard Enterprise (HPE) ProLiant DL385 Gen10 Rack Mounted Servers or equivalent hardware, with up to 64 cores, up to 32 DIMMs, 4 TB memory capacity support for up to 24 non-volatile memory express (NVMe) drives and server compatible, Windows based, desktop workstations.

Northport Garage Pay-on-Foot stations should be located adjacent to the elevator cores at each of the two (2) second-floor bridges connecting the Convention Center and the parking garage. Both the northwest elevator landing and the west side elevator landing should have one of each: bankcard-only Pay-on-Foot station, and a cash and bankcard Pay-on-Foot station. Pay-on-Foot stations should also be located adjacent to the first-floor elevator core in the southeast corner of the garage. One each: bankcard-only Pay-on-Foot station, and a cash and bankcard Pay-on-Foot station. A single cash and bankcard Pay-on-Foot station should be located adjacent to the first-floor elevator core in the northeast corner of the garage.

Midport Garage Pay-on-Foot stations should be located adjacent to the two first floor elevator cores at each end of the parking garage. Both the main elevator landing on the east side of the garage and the northwest side elevator landing, should have one of each: bankcard-only Pay-on-Foot station and a cash and bankcard Pay-on-Foot station.

Required Features:

- The system shall be ticket-in and cashier/pay station-out for processing standard transient ticket transactions
- All hardware equipment shall communicate, store data and transmit equipment configurations to the Software
- Software to provide automatic monitoring and control of all devices connected to the fiber optic network
- Software shall be expandable to include new parking garages or additional surface lots without additional cost to the County.
- The PARCS must be PCI compliant and shall support EMV bankcard processing, and bankcard data storage
- All PARCS components must be fully integrated with real-time monitoring capabilities.
- Payment hand-held computers shall have the ability to fully integrate with the PARCS
- The PARCS must have appropriate Application Programming Interface (API) to fully integrate with other parking aggregator systems identified by County during the term of the agreement. System proposed must have the ability to fully integrate with a parking aggregator/reservation system at no additional cost to the County.
- The PARCS must be able to fully integrate with SunPass. Two entry and two exit lanes at each garage, and one entry and one exit lane at each surface lot shall be capable of reading SunPass.

Optional Features:

The optional features will not be included in the Evaluation Criteria Points for Price.

- License plate recognition (LPR) cameras and interface with the PARCS system
- Space counting system with outside signage displaying space availability

Optional Services:

During the course of the agreement various County Departments may elect to utilize the Vendor and proposed solution at additional locations within Broward County. Any such additional locations shall be incorporated by an appropriate amendment to the awarded Vendor's agreement.

Description of Work:

Vendor shall provide equipment, software and services to configure, purchase, install, setup, test, and maintain the PARCS at Port Everglades.

Vendor shall provide all necessary services, as well as equipment and materials as necessary to deliver a fully functioning solution. This includes, but is not limited to, loops, electrical, networking equipment, networking cabling, and communication wiring within and to the facility, servers, computers, equipment movement and installation activities, conduit, concrete work, wire terminations, training, testing, programming, set-up services, and support services. Vendor shall remove and dispose of old equipment as determined appropriate by County.

The PARCS shall utilize Port Everglades' existing fiber optic network dedicated for data communications. No component parts of the currently installed system may be reused in the implementation of the proposed solution, including but not limited to: cabling, wiring, gates, ticket dispensing devices, ticket and card readers and APS's.

The only exceptions are the loops and cashier booths. Where properly sealed and functioning, loops should only be replaced as needed. All loops not replaced shall be covered under the initial one-year warranty. The Vendor shall verify that all existing power wiring and conduit is adequate.

Each parking facility shall have one operational cashier booth with a fee computer. The remaining lanes shall be automated entry/exit reversible, with the remaining cashier booths being retrofitted to be compatible with the PARCS, but without a fee computer installed at this time.

Project Site Conditions/Environmental Conditions:

The PARCS elements must operate within the environmental conditions indigenous to Port Everglades. Outdoor equipment must be capable of operating in the temperature extremes of South Florida.

Electrical Power and Grounding:

Vendor to furnish and install on-line, regulating computer-grade uninterruptible power supply (UPS) for:

- Servers and workstations (system controllers) with 30 minutes of back-up battery power
- Fee computers with 15 minutes of back-up battery power
- As required by the equipment, entry lane and exit lane equipment, APS, and local controllers (both revenue and access) with 15 minutes of back-up battery power

One (1) UPS shall protect no more than one lane, workstation or server. The UPS shall send status updates on UPS health and activity via electronic means to appropriately identified individuals and systems.

County will provide power for this project of 115VAC+/- 10% and 60 Hz from circuits dedicated to the PARCS. Manufacturer/Installer shall provide any additional power conditioning required for the operation of the PARCS as described herein.

Vendor to provide lightning protection devices at both ends of all communication and network wiring longer than 25 feet.

Equipment layout should be in strict accordance with manufacturer's recommendations to allow proper movement of air through and around equipment.

Vendor to provide data-line grade, all-silicon, surge protection limiting maximum voltage to 200 volts (or less as required by equipment to be protected). Minimum peak power dissipation should be 15,000 watts. Response time should be less than five (5) nanoseconds. The suppressor should provide non-interrupting protection with instant automatic reset. The suppressor shall be listed and meet ANSI CG62.41-1991 Standards.

The PARCS shall be able to manage the transient parking transactions and rate structures, calculate fees, control payment and support auditing of transactions, process bankcard payments via PCI approved terminals and processes, and manage the various counts for vehicles and transactions.

Receipts:

The PARCS shall generate receipts compliant with the Fair and Accurate Credit Transaction Act of 2003 (FACTA), provide reporting on transaction activity within the software including: transient, contract, event, hotel, valet, validations, prepaid, and other transactions. Reporting shall include monetary values, date/time of transactions, transaction count, payment type, contract parker type, validation client, vehicle count, and unpaid gate vends. The PARCS must fully integrate with third-party systems such as Park Jockey, Park Mobile, Parking Panda, Spot Hero, or similar systems, to communicate data and transaction status. The Software shall have the ability to manage pricing and fee calculations, manage at least 100 price tables concurrently and an unlimited number of rates with start and expiration dates that allow price changes to automatically activate or deactivate on a certain date. Receipts should be assignable to specific types of parking like prepaid parking permits sold via a mobile application, website or event parking. Without the support of a developer, the Software must have the ability for local or remote staff to define pricing, to define rates for certain types of exception transactions such as lost ticket and back-out ticket, and to define grace periods for parking transactions.

All transaction data from APS, lane equipment, validated tickets, fee computers, hand-helds, and other devices shall be transmitted by direct cable or secured wireless to the PARCS server located at the Parking Management Office.

The transaction data shall be sufficient to perform statistical analysis, exception transaction analysis and auditing. The Software shall provide the ability to search and report on financial, operational, and transaction activity to support the auditing of the PARCS and the operations.

Payment Processing Functionality:

The PARCS lane equipment, cashier stations, hand-helds, and APS shall have the ability to accept payments from the following methods: bankcards (magnetic stripe bankcard, chip enabled-bankcard, contactless bankcard and PIN-less debit card), value cards/smartcards, third-party mobile payments, banknotes and coins.

Payment devices shall include Near Field Communication (NFC) capability to support contactless payment transactions. Bluetooth Low Energy (BLE) readers in the payment devices are desirable in addition to NFC. All payment terminals must meet the current applicable standards of PCI.

Vehicle and Transaction Count Functionality:

The PARCS shall include vehicle and transaction count capability that is completely independent from the revenue transaction system and shall be displayed and monitored at the PARCS.

The PARCS lane equipment, APS, hand-held device, and fee computer should have non-resettable counters that record all activity. The PARCS shall provide real-time count of the number of vehicles in the parking facilities. The PARCS should provide an interface to variable message signs (VMS) indicating if spaces were available or if a facility was full.

Reporting and Statistics Functionality:

The PARCS shall have the ability to generate revenue and transactions reports by facility, type of transaction, payment mode and cruise ship, or event. These reports shall be generated by the PARCS upon demand.

The PARCS shall maintain historical data for parking activity throughout the life of the system. PARCS shall have real-time monitoring capability and control functionality to manage all equipment and devices.

The PARCS shall provide real-time monitoring of the status of all transactions occurring in the system and provide real-time reporting of equipment status and health.

Device Status Alarms:

The PARCS shall provide system alerts and status, provide status and health of various devices and lane equipment, and provide the ability to operate certain devices and lane equipment remotely.

System Redundancy:

If any PARCS component fails, neither the transient operation of the facilities nor the integrity of the PARCS shall be compromised. If a single lane device fails, that lane can be closed without hampering the overall operation.

Integrations:

The Software shall provide a library of APIs to support integration to various third-party applications and systems, including third-party mobile payment system, on demand payment, prepaid and reservation system, and validation.

Validations:

The PARCS should be capable of maintaining a minimum of 100 (separate) validation account numbers for each facility while identifying active/inactive status. The PARCS shall include a fully integrated validation system to support use and tracking of discounts for merchants and other parties. The system shall support the creation of specific validation codes.

Component Performance Specification:

A complete system solution shall be implemented for this project. All major components being provided as a part of the bid must be considered by the manufacturer to be standard products as opposed to a prototype or customized product developed exclusively for this project.

Barrier Gates:

Folding breakaway barrier arms should retract in a vertical plane on command signal from entry lane equipment, card access reader or intercom signal, and return to lower position upon signal from inductive loop or via a remotely issued command from parking management staff. Barrier gate housing should be constructed of galvanized heavy-gauge steel or aluminum. The unit shall be designed for all-weather use. The unit shall operate on 115VAC power supply. The barrier gate housing should contain enough room to locate detectors and other electrical components.

Logic control and monitoring functions for barrier gate operations should utilize microprocessor-based technology and have data communication capability with server while maintaining off-line transaction recording. Barrier gates shall report its status to the PARCS. Minimum status shall include: gate open, gate closed, and gate broken/offline.

Barrier gates should be equipped with an auto/manual switch to test motor and to raise barrier arms manually. Battery backup shall be provided for barrier arm to be raised in the event of power failure. Barrier gates must be able to detect and report unpaid gate vends and manual overrides to the PARCS.

Entry Lane Equipment:

The entry lane equipment should have a programmable LCD or LED display, the capacity to produce a minimum of 5,000 credentials (tickets, barcodes) before reloading paper, flash memory, ethernet connectivity for flash programming, the ability to alert the Parking Management Office in the event of malfunction or low paper, and the ability to report illegal credentials, lane travel alarm and a back-out alarm to the PARCS.

Entry lane equipment must contain a VoIP intercom to communicate with the Parking Management Office during and after business hours with "Press for Help" button clearly labeled. Entry lane equipment must have the ability to communicate with the PARCS, the ability to accept bankcards and contain a 2D bar code/QR code scanner for reading codes from non-ticket stock size paper and smartphones.

A dispensed credential must have the transaction information visible and encoded on the barcode. Conditions and transactions shall be recorded and reported to server. Anti-passback and nesting capability must be provided as well as the ability to accept a third-party payment application or paper credential.

Exit Lane Equipment:

The exit lane equipment should have programmable LCD or LED display, the capacity to produce a minimum of 5,000 receipts, alert Parking Management Office in the event of malfunction or low receipt paper, ability to accept bankcards and process in less than 10 seconds. The bankcard reader shall meet PA-DSS, FACTA and PCI compliance standards and practices, and shall have the ability to report a back-out alarm to the PARCS.

Exit lane equipment must contain a VoIP intercom to communicate with the Parking Management Office during and after business hours with "Press for Help" button clearly labeled and have the capability to communicate with the PARCS.

Exit lane equipment must contain a 2D bar code/QR code scanner for reading bar codes from non-ticket stock size and paper as well as the ability to accept a third-party application or paper credential.

Proximity Card System:

Proximity card reader system must be able to integrate with Vendor's APS. APS shall transmit data to the PARCS to generate usage reports by date, user and card number.

Vehicle Detector:

The PARCS shall provide for detection of vehicle presence using loop detectors. Vehicle detectors should be fully self-tuning and self-scanning. Vehicle detector sensors (arming and closing) installed at all entry/exit lane equipment, shall provide complete facility entry/exit count totals, regardless of the status of the equipment component (e.g., gate arm raised). The vehicle detector shall be integrated into the overall vehicle count control system.

VoIP Intercoms:

A VoIP intercom system shall be included for audio communication between the parking customer and the Parking Management Office. VoIP intercom substations shall be installed in all entry and exit lane's APS equipment and cashier booths. The secure VoIP system module should be deployed in the Parking Management Office and should utilize the Port Everglades telecommunications network for communications between APS and cashier booths or County-authorized off-site call center. Call forwarding from this point shall be configurable.

PARCS Application Software/Workstations:

- Vendor shall provide new rack-mounted server hardware, server compatible Windows based desktop workstations and software to communicate on a real-time basis with lane equipment at all the Port's parking facilities
- The lane equipment and Pay-on-Foot stations shall be equipped with EMV bankcard readers and software that is PA-DSS, FACTA and PCI compliant and listed on the Visa website for bankcard processing
- The equipment shall be ready to deploy the EMV bankcard reading devices once the acquirer and bankcard processing banking facilities are tested and cleared for live deployment
- The system shall utilize Cisco Network switches or equivalent (compatible with Broward County fiber optic network)

Network and Security:

The PARCS and all subsystem controllers shall have security protocols and password protection to prevent unauthorized access and manipulation of data and reports, including individual transactions. It shall also generate reports to the exception transaction log recording all exceptions. The security measures must comply with PCI standards. All databases of transactions, ACS users and reports, shall be secured from unauthorized entry and tampering from either within or outside the PARCS.

Installation/Removal and Disposal:

Proposals shall provide a detailed description of the plan for removal, disposal and the installation process including the various services that will be required as part of the installation plan. Electrical components shall meet all local, state and national electrical codes. It is Vendor's responsibility to provide and verify that there are sufficient conduits and adequate power to deliver a fully functional system. All area of pavement, earth and curbs disrupted during the project must be returned to an acceptable condition subject to approval by the County.

Permits:

Vendor is responsible for obtaining all permits, such as electrical and/or other permits, from the appropriate city, necessary for the installation of the PARCS. Vendor is responsible for performing all testing procedures necessary to comply with the permits.

Training:

Vendor should provide sufficient training in accordance with a County approved training plan as will be defined in the awarded Vendor's agreement. Training to be provided on-site and Vendor will provide both an electronic version and hard copy of all training materials. After the initial training, the County may request additional training during the course of the agreement.

Implementation:

Upon selection, Vendor shall work with the County to provide an installation schedule based on County's needs. The schedule must include the time for the complete project including but not limited to; start date, site installation, electrical, training, testing, etc.

Time of Completion:

Project schedule requires that the replacement PARCS be installed, completed, acceptance tested and fully operational within the specified time of completion. The work to be performed under the Agreement shall be commenced upon issuance of a Purchase Order and a Notice to Proceed from the Contract Administrator. The time of completion shall be calculated as 120 calendar days from the issuance of a Notice to Proceed.

Testing and Acceptance:

A complete PARCS performance testing and acceptance plan should be submitted that outlines the 120-day timeline for completion of the project. The final acceptance test plan will be incorporated into the contract, and the entire system must pass final acceptance testing conducted by County prior to final acceptance.

Delivery, Storage and Handling:

The equipment should be delivered to the County designated site, packaged to prevent damage and clearly marked for easy identification of each component. Damaged equipment shall be replaced at no cost to the County. Proposed unit pricing shall include all freight charges to deliver the PARCS to site.

Other:

All Software upgrades are included in the proposed pricing at no additional charge. Upgrades include all security patches, fixes, updates, new releases, and upgrades that provide new capabilities and compliance, including but not limited to PA-DSS, FACTA and PCI compliance.

Spare Parts:

Vendor should provide a detailed and itemized spare parts price list. Vendor should determine the type and quantity of spare parts that are essential for maintaining the system. All items should be priced per unit. Spare parts are to be on a pass-thru basis; no vendor mark-up may be added. Pricing for spare parts should be provided with the vendor's submittal for informational purposes, but not included in bid pricing. Spare parts provided shall also be covered by a one-year manufacturer's warranty from the date of replacement.

Warranty:

Vendor shall provide specifications and manuals for all system components in both electronic and hard copy. All warranties are to be delivered to County prior to commencement of the warranty period.

Software and all PARCS components shall be covered by a manufacturer's warranty, via the Vendor. The initial year of the warranties is to be included in the price of the proposed solution. The Software warranty shall include all software security patches, fixes, updates, new releases, and upgrades, including any that are necessary for continued PA-

DSS, FACTA or PCI compliance, All PARCS components warranties shall include all parts and labor, excluding misuse or vandalism.

The warranty period shall start upon written notice of final acceptance of the PARCS by County. Vendor shall provide maintenance and support, including repairs, parts and labor for years two (2), three (3), four (4), and five (5) after final acceptance.

Support and maintenance for years two (2), three (3), four (4), and five (5) after final acceptance includes all security patches, fixes, updates, new releases, and upgrades, including any that are necessary for continued PA-DSS, FACTA or PCI compliance.

Service:

Defined regular business hours are Monday through Friday from 8:00 AM to 5:00 PM. Holiday, weekend, and after hour services shall be provided during the initial one (1) year warranty and any extended warranty.

Maintenance:

Vendor shall offer maintenance as part of the contract for the PARCS. It shall include preventative maintenance, fault repair on call-out, subject to two (2) hour response time and four (4) hour repair time for faults reported during regular business hours. For calls outside regular business hours, maximum response and repair times shall be three (3) and six (6) hours respectively, unless extended by the County. No equipment, system, or component shall remain non-operable after a 24-hour period following notification by the County. Weekends and holidays shall be included in the repair warranty coverage.

Local maintenance and support services are to be provided to maintain all equipment and systems, including all manufacturer recommended scheduled preventative maintenance, for each year covered by the initial and extended warranty period.

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Attachment:

Exhibit 1: List of Acronyms

Exhibit 1: List of Acronyms	
Acronym	Definition
2D	Two Dimensional
ACS	Adaptive Control System
ANSI	American National Standards Institute
APS	Automated Pay Station
BLE	Bluetooth Low Energy
EMV	Europay Mastercard and Visa Standard
FACTA	Fair and Accurate Credit Transaction Act of 2003
LCD	Liquid Crystal Display
LED	Light-Emitting Diode
LPR	License Plate Recognition
NFC	Near Field Communication
PARCS	Parking Access and Revenue Control System
PA-DSS	Payment Application Data Security Standard
PCI	Payment Card Industry
QR Code	Quick Response
UPS	Uninterruptible Power Supply
US	United States
VMS	Variable Message Sign
VoIP	Voice over Internet Protocol

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Standard Instructions to Vendors Request for Proposals, Request for Qualifications, or Request for Letters of Interest

Vendors are instructed to read and follow the instructions carefully, as any misinterpretation or failure to comply with instructions may lead to a Vendor's submittal being rejected.

Vendor MUST submit its solicitation response electronically and MUST confirm its submittal in order for the County to receive a valid response through BidSync. Refer to the [Purchasing Division website](#) or contact BidSync for submittal instructions.

A. Responsiveness Criteria:

In accordance with Broward County Procurement Code Section 21.8.b.65, a Responsive Bidder [Vendor] means a person who has submitted a proposal which conforms in all material respects to a solicitation. The solicitation submittal of a responsive Vendor must be submitted on the required forms, which contain all required information, signatures, notarizations, insurance, bonding, security, or other mandated requirements required by the solicitation documents to be submitted at the time of proposal opening.

Failure to provide the information required below at the time of submittal opening may result in a recommendation Vendor is non-responsive by the Director of Purchasing. The Selection or Evaluation Committee will determine whether the firm is responsive to the requirements specified herein. The County reserves the right to waive minor technicalities or irregularities as is in the best interest of the County in accordance with Section 21.30.f.1(c) of the Broward County Procurement Code.

Below are standard responsiveness criteria; refer to **Special Instructions to Vendors**, for Additional Responsiveness Criteria requirement(s).

1. Lobbyist Registration Requirement Certification

Refer to **Lobbyist Registration Requirement Certification**. The completed form should be submitted with the solicitation response but must be submitted within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.

2. Addenda

The County reserves the right to amend this solicitation prior to the due date. Any change(s) to this solicitation will be conveyed through the written addenda process. Only written addenda will be binding. If a "must" addendum is issued, Vendor must follow instructions and submit required information, forms, or acknowledge addendum, as instructed therein. It is the responsibility of all potential Vendors to monitor the solicitation for any changing information, prior to submitting their response.

B. Responsibility Criteria:

Definition of a Responsible Vendor: In accordance with Section 21.8.b.64 of the Broward County Procurement Code, a Responsible Vendor means a Vendor who has the capability in all respects to perform the contract requirements, and the integrity and reliability which will assure good faith performance.

The Selection or Evaluation Committee will recommend to the awarding authority a determination of a Vendor's responsibility. At any time prior to award, the awarding authority may find that a Vendor is

not responsible to receive a particular award.

Failure to provide any of this required information and in the manner required may result in a recommendation by the Director of Purchasing that the Vendor is non-responsive.

Below are standard responsibility criteria; refer to **Special Instructions to Vendors**, for Additional Responsibility Criteria requirement(s).

1. **Litigation History**

- a. All Vendors are required to disclose to the County all “material” cases filed, pending, or resolved during the last three (3) years prior to the solicitation response due date, whether such cases were brought by or against the Vendor, any parent or subsidiary of the Vendor, or any predecessor organization. Additionally, all Vendors are required to disclose to the County all “material” cases filed, pending, or resolved against any principal of Vendor, regardless of whether the principal was associated with Vendor at the time of the “material” cases against the principal, during the last three (3) years prior to the solicitation response. A case is considered to be “material” if it relates, in whole or in part, to any of the following:
 - i. A similar type of work that the vendor is seeking to perform for the County under the current solicitation;
 - ii. An allegation of fraud, negligence, error or omissions, or malpractice against the vendor or any of its principals or agents who would be performing work under the current solicitation;
 - iii. A vendor’s default, termination, suspension, failure to perform, or improper performance in connection with any contract;
 - iv. The financial condition of the vendor, including any bankruptcy petition (voluntary and involuntary) or receivership; or
 - v. A criminal proceeding or hearing concerning business-related offenses in which the vendor or its principals (including officers) were/are defendants.
- b. For each material case, the Vendor is required to provide all information identified in the **Litigation History Form**. Additionally, the Vendor shall provide a copy of any judgment or settlement of any material case during the last three (3) years prior to the solicitation response. Redactions of any confidential portions of the settlement agreement are only permitted upon a certification by Vendor that all redactions are required under the express terms of a pre-existing confidentiality agreement or provision.
- c. The County will consider a Vendor’s litigation history information in its review and determination of responsibility.
- d. If the Vendor is a joint venture, the information provided should encompass the joint venture and each of the entities forming the joint venture.
- e. A vendor is required to disclose to the County any and all cases(s) that exist between the County and any of the Vendor’s subcontractors/subconsultants proposed to work on this project during the last five (5) years prior to the solicitation response.
- f. Failure to disclose any material case, including all requested information in connection with each such case, as well as failure to disclose the Vendor’s subcontractors/subconsultants litigation history against the County, may result in the Vendor being deemed non-responsive.

2. **Financial Information**

- a. All Vendors are required to provide the Vendor’s financial statements at the time of submittal in order to demonstrate the Vendor’s financial capabilities.

- b. Each Vendor shall submit its most recent two years of financial statements for review. The financial statements are not required to be audited financial statements. The annual financial statements will be in the form of:
 - i. Balance sheets, income statements and annual reports; or
 - ii. Tax returns; or
 - iii. SEC filings.

If tax returns are submitted, ensure it does not include any personal information (as defined under Florida Statutes Section 501.171, Florida Statutes), such as social security numbers, bank account or credit card numbers, or any personal pin numbers. If any personal information data is part of financial statements, redact information prior to submitting a response the County.

- c. If a Vendor has been in business for less than the number of years of required financial statements, then the Vendor must disclose all years that the Vendor has been in business, including any partial year-to-date financial statements.
- d. The County may consider the unavailability of the most recent year's financial statements and whether the Vendor acted in good faith in disclosing the financial documents in its evaluation.
- e. Any claim of confidentiality on financial statements should be asserted at the time of submittal. Refer to **Standard Instructions to Vendors**, Confidential Material/ Public Records and Exemptions for instructions on submitting confidential financial statements. The Vendor's failure to provide the information as instructed may lead to the information becoming public.
- f. Although the review of a Vendor's financial information is an issue of responsibility, the failure to either provide the financial documentation or correctly assert a confidentiality claim pursuant the Florida Public Records Law and the solicitation requirements (Confidential Material/ Public Records and Exemptions section) may result in a recommendation of non-responsiveness by the Director of Purchasing.

3. Authority to Conduct Business in Florida

- a. A Vendor must have the authority to transact business in the State of Florida and be in good standing with the Florida Secretary of State. For further information, contact the Florida Department of State, Division of Corporations.
- b. The County will review the Vendor's business status based on the information provided in response to this solicitation.
- c. It is the Vendor's responsibility to comply with all state and local business requirements.
- d. Vendor should list its active Florida Department of State Division of Corporations Document Number (or Registration No. for fictitious names) in the **Vendor Questionnaire**, Question No. 10.
- e. If a Vendor is an out-of-state or foreign corporation or partnership, the Vendor must obtain the authority to transact business in the State of Florida or show evidence of application for the authority to transact business in the State of Florida, upon request of the County.
- f. A Vendor that is not in good standing with the Florida Secretary of State at the time of a submission to this solicitation may be deemed non-responsible.

- g. If successful in obtaining a contract award under this solicitation, the Vendor must remain in good standing throughout the contractual period of performance.

4. **Affiliated Entities of the Principal(s)**

- a. All Vendors are required to disclose the names and addresses of “affiliated entities” of the Vendor’s principal(s) over the last five (5) years (from the solicitation opening deadline) that have acted as a prime Vendor with the County. The Vendor is required to provide all information required on the **Affiliated Entities of the Principal(s) Certification Form**.
- b. The County will review all affiliated entities of the Vendor’s principal(s) for contract performance evaluations and the compliance history with the County’s Small Business Program, including CBE, DBE and SBE goal attainment requirements. “Affiliated entities” of the principal(s) are those entities related to the Vendor by the sharing of stock or other means of control, including but not limited to a subsidiary, parent or sibling entity.
- c. The County will consider the contract performance evaluations and the compliance history of the affiliated entities of the Vendor’s principals in its review and determination of responsibility.

5. **Insurance Requirements**

The **Insurance Requirement Form** reflects the insurance requirements deemed necessary for this project. It is not necessary to have this level of insurance in effect at the time of submittal, but it is necessary to submit certificates indicating that the Vendor currently carries the insurance or to submit a letter from the carrier indicating it can provide insurance coverages.

C. **Additional Information and Certifications**

The following forms and supporting information (if applicable) should be returned with Vendor’s submittal. If not provided with submittal, the Vendor must submit within three business days of County’s request. Failure to timely submit may affect Vendor’s evaluation.

1. **Vendor Questionnaire**

Vendor is required to submit detailed information on their firm. Refer to the **Vendor Questionnaire** and submit as instructed.

2. **Standard Certifications**

Vendor is required to certify to the below requirements. Refer to the **Standard Certifications** and submit as instructed.

- a. **Cone of Silence Requirement Certification**
- b. **Drug-Free Workplace Certification**
- c. **Non-Collusion Certification**
- d. **Public Entities Crimes Certification**
- e. **Scrutinized Companies List Certification**

3. **Subcontractors/Subconsultants/Suppliers Requirement**

The Vendor shall submit a listing of all subcontractors, subconsultants, and major material suppliers, if any, and the portion of the contract they will perform. Vendors must follow the instructions included on the **Subcontractors/Subconsultants/Suppliers Information Form** and submit as instructed.

D. **Standard Agreement Language Requirements**

1. The acceptance of or any exceptions taken to the terms and conditions of the County's Agreement shall be considered a part of a Vendor's submittal and will be considered by the Selection or Evaluation Committee.
2. The applicable Agreement terms and conditions for this solicitation are indicated in the **Special Instructions to Vendors**.
3. Vendors are required to review the applicable terms and conditions and submit the **Agreement Exception Form**. If the **Agreement Exception Form** is not provided with the submittal, it shall be deemed an affirmation by the Vendor that it accepts the Agreement terms and conditions as disclosed in the solicitation.
4. If exceptions are taken, the Vendor must specifically identify each term and condition with which it is taking an exception. Any exception not specifically listed is deemed waived. Simply identifying a section or article number is not sufficient to state an exception. Provide either a redlined version of the specific change(s) or specific proposed alternative language. Additionally, a brief justification specifically addressing each provision to which an exception is taken should be provided.
5. Submission of any exceptions to the Agreement does not denote acceptance by the County. Furthermore, taking exceptions to the County's terms and conditions may be viewed unfavorably by the Selection or Evaluation Committee and ultimately may impact the overall evaluation of a Vendor's submittal.

E. Evaluation Criteria

1. The Selection or Evaluation Committee will evaluate Vendors as per the **Evaluation Criteria**. The County reserves the right to obtain additional information from a Vendor.
2. Vendor has a continuing obligation to inform the County in writing of any material changes to the information it has previously submitted. The County reserves the right to request additional information from Vendor at any time.
3. For Request for Proposals, the following shall apply:
 - a. The Director of Purchasing may recommend to the Evaluation Committee to short list the most qualified firms prior to the Final Evaluation.
 - b. The Evaluation Criteria identifies points available; a total of 100 points is available.
 - c. If the Evaluation Criteria includes a request for pricing, the total points awarded for price is determined by applying the following formula:
$$\frac{(\text{Lowest Proposed Price}/\text{Vendor's Price}) \times (\text{Maximum Number of Points for Price})}{\text{Price Score}}$$
 - d. After completion of scoring, the County may negotiate pricing as in its best interest.
4. For Requests for Letters of Interest or Request for Qualifications, the following shall apply:
 - a. The Selection or Evaluation Committee will create a short list of the most qualified firms.
 - b. The Selection or Evaluation Committee will either:
 - i. Rank shortlisted firms; or

- ii. If the solicitation is part of a two-step procurement, shortlisted firms will be requested to submit a response to the Step Two procurement.

F. Demonstrations

If applicable, as indicated in Special Instructions to Vendors, Vendors will be required to demonstrate the nature of their offered solution. After receipt of submittals, all Vendors will receive a description of, and arrangements for, the desired demonstration. In accordance with Section 286.0113 of the Florida Statutes and pursuant to the direction of the Broward County Board of Commissioners, demonstrations are closed to only the vendor team and County staff.

G. Presentations

Vendors that are found to be both responsive and responsible to the requirements of the solicitation and/or shortlisted (if applicable) will have an opportunity to make an oral presentation to the Selection or Evaluation Committee on the Vendor's approach to this project and the Vendor's ability to perform. The committee may provide a list of subject matter for the discussion. All Vendor's will have equal time to present but the question-and-answer time may vary. In accordance with Section 286.0113 of the Florida Statutes and the direction of the Broward County Board of Commissioners, presentations during Selection or Evaluation Committee Meetings are closed. Only the Selection or Evaluation Committee members, County staff and the vendor and their team scheduled for that presentation will be present in the Meeting Room during the presentation and subsequent question and answer period.

H. Public Art and Design Program

If indicated in **Special Instructions to Vendors**, Public Art and Design Program, Section 1-88, Broward County Code of Ordinances, applies to this project. It is the intent of the County to functionally integrate art, when applicable, into capital projects and integrate artists' design concepts into this improvement project. The Vendor may be required to collaborate with the artist(s) on design development within the scope of this request. Artist(s) shall be selected by Broward County through an independent process. For additional information, contact the Broward County Cultural Division.

I. Committee Appointment

The Cone of Silence shall be in effect for County staff at the time of the Selection or Evaluation Committee appointment and for County Commissioners and Commission staff at the time of the Shortlist Meeting of the Selection Committee or the Initial Evaluation Meeting of the Evaluation Committee. The committee members appointed for this solicitation are available on the Purchasing Division's website under [Committee Appointment](#).

J. Committee Questions, Request for Clarifications, Additional Information

At any committee meeting, the Selection or Evaluation Committee members may ask questions, request clarification, or require additional information of any Vendor's submittal or proposal. It is highly recommended Vendors attend to answer any committee questions (if requested), including a Vendor representative that has the authority to bind.

Vendor's answers may impact evaluation (and scoring, if applicable). Upon written request to the Purchasing Agent prior to the meeting, a conference call number will be made available for Vendor participation via teleconference. Only Vendors that are found to be both responsive and responsible to the requirements of the solicitation and/or shortlisted (if applicable) are requested to participate in a final (or presentation) Selection or Evaluation committee meeting.

K. Vendor Questions

The County provides a specified time for Vendors to ask questions and seek clarification regarding solicitation requirements. All questions or clarification inquiries must be submitted through BidSync by the date and time referenced in the solicitation document (including any addenda). The County will respond to questions via Bid Sync.

L. Confidential Material/ Public Records and Exemptions

1. Broward County is a public agency subject to Chapter 119, Florida Statutes. Upon receipt, all submittals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Submittals may be posted on the County's public website or included in a public records request response, unless there is a declaration of "confidentiality" pursuant to the public records law and in accordance with the procedures in this section.
2. Any confidential material(s) the Vendor asserts is exempt from public disclosure under Florida Statutes must be labeled as "Confidential", and marked with the specific statute and subsection asserting exemption from Public Records.
3. To submit confidential material, three hardcopies must be submitted in a sealed envelope, labeled with the solicitation number, title, date and the time of solicitation opening to:

Broward County Purchasing Division
115 South Andrews Avenue, Room 212
Fort Lauderdale, FL 33301

4. Material will not be treated as confidential if the Vendor does not cite the applicable Florida Statute (s) allowing the document to be treated as confidential.
5. Any materials that the Vendor claims to be confidential and exempt from public records must be marked and separated from the submittal. If the Vendor does not comply with these instructions, the Vendor's claim for confidentiality will be deemed as waived.
6. Submitting confidential material may impact full discussion of your submittal by the Selection or Evaluation Committee because the Committee will be unable to discuss the details contained in the documents cloaked as confidential at the publicly noticed Committee meeting.

M. Copyrighted Materials

Copyrighted material is not exempt from the Public Records Law, Chapter 119, Florida Statutes. Submission of copyrighted material in response to any solicitation will constitute a license and permission for the County to make copies (including electronic copies) as reasonably necessary for the use by County staff and agents, as well as to make the materials available for inspection or production pursuant to Public Records Law, Chapter 119, Florida Statutes.

N. State and Local Preferences

If the solicitation involves a federally funded project where the fund requirements prohibit the use of state and/or local preferences, such preferences contained in the Local Preference Ordinance and Broward County Procurement Code will not be applied in the procurement process.

O. Local Preference

Except where otherwise prohibited by federal or state law or other funding source restrictions, a local Vendor whose submittal is within 5% of the highest total ranked Vendor outside of the preference area will become the Vendor with whom the County will proceed with negotiations for a final contract. Refer to **Local Vendor Certification Form (Preference and Tiebreaker)** for further information.

P. Tiebreaker Criteria

In accordance with Section 21.31.d of the Broward County Procurement Code, the tiebreaker criteria shall be applied based upon the information provided in the Vendor's response to the solicitation. In order to receive credit for any tiebreaker criterion, complete and accurate information must be contained in the Vendor's submittal.

1. **Local Vendor Certification Form (Preference and Tiebreaker);**
2. **Domestic Partnership Act Certification (Requirement and Tiebreaker);**
3. **Tiebreaker Criteria Form: Volume of Work Over Five Years**

Q. Posting of Solicitation Results and Recommendations

The Broward County Purchasing Division's [website](#) is the location for the County's posting of all solicitations and contract award results. It is the obligation of each Vendor to monitor the website in order to obtain complete and timely information.

R. Review and Evaluation of Responses

A Selection or Evaluation Committee is responsible for recommending the most qualified Vendor(s). The process for this procurement may proceed in the following manner:

1. The Purchasing Division delivers the solicitation submittals to agency staff for summarization for the committee members. Agency staff prepares a report, including a matrix of responses submitted by the Vendors. This may include a technical review, if applicable.
2. Staff identifies any incomplete responses. The Director of Purchasing reviews the information and makes a recommendation to the Selection or Evaluation Committee as to each Vendor's responsiveness to the requirements of the solicitation. The final determination of responsiveness rests solely on the decision of the committee.
3. At any time prior to award, the awarding authority may find that a Vendor is not responsible to receive a particular award. The awarding authority may consider the following factors, without limitation: debarment or removal from the authorized Vendors list or a final decree, declaration or order by a court or administrative hearing officer or tribunal of competent jurisdiction that the Vendor has breached or failed to perform a contract, claims history of the Vendor, performance history on a County contract(s), an unresolved concern, or any other cause under this code and Florida law for evaluating the responsibility of a Vendor.

S. Vendor Protest

Sections 21.118 and 21.120 of the Broward County Procurement Code set forth procedural requirements that apply if a Vendor intends to protest a solicitation or proposed award of a contract and state in part the following:

1. Any protest concerning the solicitation or other solicitation specifications or requirements must be made and received by the County within seven business days from the posting of the solicitation or addendum on the Purchasing Division's website. Such protest must be made in writing to the Director of Purchasing. Failure to timely protest solicitation specifications or requirements is a waiver of the ability to protest the specifications or requirements.
2. Any protest concerning a solicitation or proposed award above the award authority of the

Director of Purchasing, after the RLI or RFP opening, shall be submitted in writing and received by the Director of Purchasing within five business days from the posting of the recommendation of award for Invitation to Bids or the final recommendation of ranking for Request for Letters of Interest and Request for Proposals on the Purchasing Division's website.

3. Any actual or prospective Vendor who has a substantial interest in and is aggrieved in connection with the proposed award of a contract that does not exceed the amount of the award authority of the Director of Purchasing, may protest to the Director of Purchasing. The protest shall be submitted in writing and received within three (3) business days from the posting of the recommendation of award for Invitation to Bids or the final recommendation of ranking for Request for Letters of Interest and Request for Proposals on the Purchasing Division's website.
4. For purposes of this section, a business day is defined as Monday through Friday between 8:30 a.m. and 5:00 p.m. Failure to timely file a protest within the time prescribed for a proposed contract award shall be a waiver of the Vendor's right to protest.
5. As a condition of initiating any protest, the protestor shall present the Director of Purchasing a nonrefundable filing fee in accordance with the table below.

<u>Estimated Contract Amount</u>	<u>Filing Fee</u>
\$30,000 - \$250,000	\$ 500
\$250,001 - \$500,000	\$1,000
\$500,001 - \$5 million	\$3,000
Over \$5 million	5,000

If no contract proposal amount was submitted, the estimated contract amount shall be the County's estimated contract price for the project. The County may accept cash, money order, certified check, or cashier's check, payable to Broward County Board of Commissioners.

T. Right of Appeal

Pursuant to Section 21.83.d of the Broward County Procurement Code, any Vendor that has a substantial interest in the matter and is dissatisfied or aggrieved in connection with the Selection or Evaluation Committee's determination of responsiveness may appeal the determination pursuant to Section 21.120 of the Broward County Procurement Code.

1. The appeal must be in writing and sent to the Director of Purchasing within ten (10) calendar days of the determination by the Selection or Evaluation Committee to be deemed timely.
2. As required by Section 21.120, the appeal must be accompanied by an appeal bond by a Vendor having standing to protest and must comply with all other requirements of this section.
3. The institution and filing of an appeal is an administrative remedy to be employed prior to the institution and filing of any civil action against the County concerning the subject matter of the appeal.

U. Rejection of Responses

The Selection or Evaluation Committee may recommend rejecting all submittals as in the best interests of the County. The rejection shall be made by the Director of Purchasing, except when a

solicitation was approved by the Board, in which case the rejection shall be made by the Board.

V. Negotiations

The County intends to conduct the first negotiation meeting no later than two weeks after approval of the final ranking as recommended by the Selection or Evaluation Committee. At least one of the representatives for the Vendor participating in negotiations with the County must be authorized to bind the Vendor. In the event that the negotiations are not successful within a reasonable timeframe (notification will be provided to the Vendor) an impasse will be declared and negotiations with the first-ranked Vendor will cease. Negotiations will begin with the next ranked Vendor, etc. until such time that all requirements of Broward County Procurement Code have been met. In accordance with Section 286.0113 of the Florida Statutes and the direction of the Broward County Board of Commissioners, negotiations resulting from Selection or Evaluation Committee Meetings are closed. Only County staff and the selected vendor and their team will be present during negotiations.

W. Submittal Instructions:

1. Broward County does not require any personal information (as defined under Section 501.171, Florida Statutes), such as social security numbers, driver license numbers, passport, military ID, bank account or credit card numbers, or any personal pin numbers, in order to submit a response for ANY Broward County solicitation. **DO NOT INCLUDE** any personal information data in any document submitted to the County. If any personal information data is part of a submittal, this information must be redacted prior to submitting a response to the County.
2. **Vendor MUST submit its solicitation response electronically and MUST confirm its submittal in order for the County to receive a valid response through BidSync.** It is the Vendor's sole responsibility to assure its response is submitted and received through BidSync by the date and time specified in the solicitation.
3. The County will not consider solicitation responses received by other means. Vendors are encouraged to submit their responses in advance of the due date and time specified in the solicitation document. In the event that the Vendor is having difficulty submitting the solicitation document through Bid Sync, immediately notify the Purchasing Agent and then contact BidSync for technical assistance.
4. Vendor must view, submit, and/or accept each of the documents in BidSync. Web-fillable forms can be filled out and submitted through BidSync.
5. After all documents are viewed, submitted, and/or accepted in BidSync, the Vendor must upload additional information requested by the solicitation (i.e. Evaluation Criteria and Financials Statements) in the Item Response Form in BidSync, under line one (regardless if pricing requested).
6. Vendor should upload responses to Evaluation Criteria in Microsoft Word or Excel format.
7. If the Vendor is declaring any material confidential and exempt from Public Records, refer to Confidential Material/ Public Records and Exemptions for instructions on submitting confidential material.
8. After all files are uploaded, Vendor must submit and **CONFIRM** its offer (by entering password) for offer to be received through BidSync.
9. If a solicitation requires an original Proposal Bond (per Special Instructions to Vendors), Vendor must submit in a sealed envelope, labeled with the solicitation number, title, date and

the time of solicitation opening to:

Broward County Purchasing Division
115 South Andrews Avenue, Room 212
Fort Lauderdale, FL 33301

A copy of the Proposal Bond should also be uploaded into Bid Sync; this does not replace the requirement to have an original proposal bond. Vendors must submit the original Proposal Bond, by the solicitation due date and time.

Special Instructions to Vendors

Parking Access and Revenue Control System Replacement for Port Everglades

Vendors are instructed to read and follow the instructions carefully, as any misinterpretation or failure to comply with instructions may lead to a Vendor's submittal being rejected.

Additional Responsiveness Criteria:

In addition to the requirements set forth in the **Standard Instructions to Vendors**, the following criteria shall also be evaluated in making a determination of responsiveness:

1. Bond Requirement

Refer to **Proposal Bond, Performance and Payment Guaranties, and Qualifications of Surety Requirements** for submittal requirements and forms. Vendor must submit an original **Proposal Bond in the amount of \$10,000** at time of solicitation due date in order to be responsive to solicitation requirements. Failure to submit a Submittal Bond by solicitation due date and time, and in accordance with instructions will deem Vendor non-responsive.

2. Pricing

Refer to **Item Response Form in BidSync**. Pricing must be completed and submitted at time of solicitation due date in order to be responsive to solicitation requirements.

Pricing submitted electronically is a matter of RESPONSIVENESS. Failure of the Vendor to complete and electronically submit pricing on the Item Response Form SHALL determine the Vendor to be NONRESPONSIVE to the solicitation.

i. If it is the intent of the Vendor to perform or provide any services or commodities at no cost to the County, then \$0.00 (zero) dollars **MUST** be referenced in the unit price field.

ii. In the event that pricing is required for multiple years, pricing for each year **MUST** be completed by the Vendor.

DO NOT USE "N/A", "—" OR ANY OTHER SYMBOLS. IT IS THE RESPONSIBILITY OF THE VENDOR TO ASK QUESTIONS OR SEEK CLARIFICATION REGARDING PRICING PRIOR TO THE SOLICITATION'S DUE DATE. THE COUNTY WILL NOT SEEK CLARIFICATION ON PRICING.

3. Domestic Partnership Act Requirement

This solicitation requires that the Vendor comply with Domestic Partnership Act unless it is exempt from the requirement per Ordinance. Vendors must follow the instructions included in the **Domestic Partnership Act Certification Form (Requirement and Tiebreaker)** and submit as instructed.

4. Living Wage Requirements

This solicitation requires that Vendor comply with the Living Wage Ordinance. Vendors must follow the instructions included in the **Living Wage Ordinance Requirements** section and submit **Living Wage Ordinance Compliance Affidavit Form** as instructed.]

Additional Responsibility Criteria:

In addition to the requirements set forth in the **Standard Instructions to Vendors**, the following criteria shall also be evaluated in making a determination of responsibility

1. Office of Economic and Small Business Development Program

[This solicitation has the following County Business Enterprise Goals: **25% CBE Goals**. Vendors must follow the instructions included in the **Office of Economic and Small Business Development Requirements** section and submit all required forms and information as instructed.]

2. Spare Parts Price List

Vendor should provide a detailed and itemized spare parts price list. Vendor should determine the type and quantity of spare parts that are essential for maintaining the system. All items should be priced per unit. Spare parts are to be provided on a pass-thru basis for items not covered by warranty. No vendor mark-up is to be added. If not included with the proposal submittal at the time of the solicitation opening deadline, the proposer will be required to provide within three business days of County's request. **Note:** The spare parts price list will not be included in the Evaluation Criteria Points for Price but is required as part of a Vendor's submittal.

3. Licensing – in order to be considered a responsible Vendor for the scope of work, the Vendor's team (**Prime and/or Subcontractor**) shall possess one of the following licenses (including any specified State registration, if applicable) at the time of submittal:

STATE: CERTIFIED ELECTRICAL CONTRACTOR, OR

BROWARD COUNTY: MASTER ELECTRICAL CONTRACTOR

All work not within the scope of the above contractor and/or project should be completed by a licensed subcontractor. All contractors must have current liability insurance and workers compensation, or proof of exemption from workers compensation.

Proof of licensing should be furnished within three (3) business days after request by the Purchasing Agent. Any certificate of competency that meets or exceeds those specified or can legally perform the scope of work specified will be considered responsible and responsive to the solicitation.

A Joint Venture is required to provide evidence with its response that the Joint Venture, or at least one of the Joint Venture partners, holds the specified license, if applicable, as per Special Instructions to Vendors, issued either by the State of Florida or Broward County. If not submitted with its response, the Joint Venture is required to provide evidence prior to contract execution that the Joint Venture holds the specified license issued either by the State of Florida or Broward County.

4. Vendor Security Questionnaire

The Vendor Security Questionnaire's (VSQ) purpose is to assess the Vendor's security policies and/or system protocol and to identify any security vulnerabilities. Each responding vendor will be required to complete and submit the VSQ (for applicable solution – services, hardware, and/or software). If not included with the proposal submittal at the time of the solicitation opening deadline, the proposing vendor will be required to complete and submit the VSQ within three business days of County's request. If a response requires additional information, the Vendor should attach a written detailed response; each response should be numbered to match the question number. The County will review Vendor's VSQ response and

any security concerns will be addressed during Evaluation Committee Meetings or negotiations. At the sole discretion of the County, unresolved security concerns shall also be evaluated in making a determination of responsibility or may lead to impasse during negotiations. Refer to the **Vendor Security Questionnaire** form for submittal requirements.

Standard Agreement Language Requirements:

The applicable Agreement(s) terms and conditions for this solicitation can be located at:

<http://www.broward.org/purchasing/documents/bcf305.pdf>

Additional specific security-related clauses pertaining to the project for this solicitation are:

1. Security and Access. Any access by Contractor to any aspect of the County's network must comply at all times with all applicable County access and security standards, as well as any other or additional restrictions or standards for which County provides written notice to Contractor. Contractor will provide any and all information that County may reasonably request in order to determine appropriate security and network access restrictions and verify Contractor's compliance with County security standards. If at any point in time County, in the sole discretion of its Chief Information Officer, determines that Contractor's access to any aspect of the County's network presents an unacceptable security risk, County may immediately suspend or terminate Contractor's access and, if the risk is not promptly resolved to the reasonable satisfaction of the County's Chief Information Officer, may terminate this Agreement or any applicable Work Authorization upon ten (10) business days' notice (including, without limitation, without restoring any access to the County network to Contractor).
2. Data and Privacy. Contractor shall comply with all applicable data and privacy laws and regulations, including without limitation the Florida Information Protection Act of 2014, Florida Statutes Section 501.171, and shall ensure that County data processed, transmitted or stored in the System is not accessed, transmitted or stored outside the continental United States. Contractor may not sell, market, publicize, distribute, or otherwise make available to any third party any personal identification information (as defined by Florida Statutes Section 817.568 or Section 817.5685) that Contractor may receive or otherwise have access to in connection with this Agreement, unless expressly authorized in advance by County. If and to the extent requested by County, Contractor shall ensure that all hard drives or other storage devices and media that contained County data have been wiped in accordance with the then-current best industry practices, including without limitation DOD 5220.22-M, and that an appropriate data wipe certification is provided to the satisfaction of the Contract Administrator.
3. Managed Services; Professional Services; Third-Party Vendors. Contractor shall immediately notify County of any terminations or separations of Contractor's employees who performed Services to County under the Agreement or who had access to County data, and Contractor must ensure such employees' access to County data and network is promptly disabled. Contractor must ensure all Vendor's employees with access to County's network via an Active Directory account comply with all applicable County policies and procedures when accessing County's network. Contractor shall provide privacy and information security training to its employees with access the County's network upon hire and at least once annually. If any unauthorized party is successful in accessing any information technology component related to the Contractor, including but not limited to servers or fail-over servers where County data or files exist or are housed, Contractor shall report to County within twenty-four (24) hours of becoming aware of such breach. Contractor shall provide County with a detailed incident report within five (5) days after the

breach, including remedial measures instituted and any law enforcement involvement. Contractor shall fully cooperate with County on incident response, forensics, and investigations into Contractor's infrastructure as it relates to any County data or County applications. Contractor shall not release County data or copies of County data without the advance written consent of County.

4. Remote Access. Any remote access by Contractor must be secure and strictly controlled with current industry standards for encryption (e.g., Virtual Private Networks) and strong pass- phrases. For any device Contractor utilizes to remotely connect to County's network, Contractor shall ensure the remote host device is not connected to any other network while connected to County's network, with the exception of personal networks that are under Contractor's complete control or under the complete control of a user or third party authorized in advance by County in writing. Contractor shall not use an open, unencrypted third party provided public WiFi network to remotely connect to County's network. Equipment used to connect to County's networks must: (a) utilize antivirus protection software; (b) utilize an updated operating system, firmware, and third party-application patches; and (c) be configured for least privileged access. Should Contractor exceed the scope of remote access necessary to provide the required services under this Agreement, as determined in County's sole discretion, County may suspend Contractor's access to County's network immediately without notice. Contractor must utilize, at a minimum, industry standard security measures, as determined in County's sole discretion, to safeguard County data that resides in or transits through Contractor's internal network from unauthorized access and disclosure.

5. Software Installed in County's Network. Contractor shall advise County of any third-party software (e.g., Java, Adobe Reader/Flash, Silverlight) required to be installed and all versions supported. Contractor shall support updates for critical vulnerabilities discovered in applicable third-party software. Contractor shall ensure that the Software is developed based on industry standards and best practices, including following secure programming techniques and incorporating security throughout the software-development life cycle. Contractor must develop and maintain the Software to operate on County-supported and approved operating systems and firmware versions. Contractor must mitigate critical or high-risk vulnerabilities to the Contractor Platform as defined by Common Vulnerability and Exposures (CVE) scoring system within 30 days of patch release. If Contractor is unable to apply a patch to remedy the vulnerability, Contractor must notify County of proposed mitigation steps to be taken and timeline for resolution. Contractor shall ensure the Software provides for role-based access controls and runs with least privilege access. Contractor shall support electronic delivery of digitally signed upgrades from Contractor's or the third-party licensor's website. Contractor shall enable auditing by default in software for any privileged access or changes. The Software must not be within three (3) years from Software's end of life date and the Software must run as least privilege without using fixed or default passwords. Contractor shall regularly provide County with end-of-life-schedules for all applicable Software. Contractor will support encryption using at a minimum Advanced Encryption Standard 256-bit encryption keys ("AES-256") or current industry security standards, whichever is higher, for confidential data at rest. Contractor will use transport layer security (TLS) 1.1 or current industry standards, whichever is higher, for data in motion.

6. Equipment Leased or Purchased from Contractor. Contractor shall ensure that physical security features to prevent tampering are included in any Equipment provided under this Agreement. Contractor shall ensure, at a minimum, industry-standard security measures are followed during the manufacture of the Equipment provided under this Agreement. Any Equipment provided under this Agreement shall not contain any embedded remote-control features unless approved in writing by County's Contract Administrator. Contractor shall disclose any default accounts or backdoors that exist for access to County's network. If a new critical or high security vulnerability is identified,

Contractor shall supply a patch, firmware update, or workaround approved in writing by County's Contract Administrator within thirty (30) days after identification of vulnerability and shall notify County of proposed mitigation steps taken. Provider must develop and maintain hardware to interface with County-supported and approved operating systems and firmware versions. If a Contractor shall make available, upon County's request, any required certifications as may be applicable per compliance and regulatory requirements (e.g., Common Criteria, Federal Information Processing Standard 140). The Equipment must not be within three (3) years from Equipment's end of life date. Contractor shall regularly provide County with end-of-life-schedules for all applicable Equipment. Contractor shall support electronic delivery of digitally signed upgrades of any applicable Equipment firmware from Contractor's or the original equipment manufacturer's website.

7. Payment Card Industry (PCI) Compliance. If and to the extent the Provider Platform accepts, transmits or stores any credit cardholder data County or is reasonably determined by County to potentially impact the security of County's cardholder data environment ("CDE"), the following provisions shall apply: Provider shall comply with the most recent version of the Security Standards Council's Payment Card Industry ("PCI") Data Security Standard ("DSS"). Prior to the Effective Date, after any significant change to the CDE, and annually Provider shall provide to County: A copy of their Annual PCI DSS Attestation of Compliance ("AOC"); A written acknowledgement of responsibility for the security of cardholder data the service providers possess or otherwise store, process or transmit on behalf of the County, or to the extent that the service provider could impact the security of the county's cardholder data environment. A PCI DSS responsibility matrix that outlines the exact PCI DSS Controls are the responsibility of the service provider and which controls the service provider shares responsibility with the County. Provider shall follow the VISA Cardholder Information Security Program ("CISP") payment Application Best Practices and Audit Procedures and maintain current validation. If Provider subcontracts or in any way outsources the CDE processing, or provides an API which redirects or transmits County Data to a payment gateway, Provider is responsible for maintaining PCI compliance for their API and providing the AOC for the subcontractor or payment gateway to the County. Mobile payment application providers must follow industry best practices such as VISA Cardholder Information Security Program ("CISP") or OWASP for secure coding and transmission of payment card data. Provider agrees that it is responsible for the security of the County's cardholder data that it possesses, including the functions relating to storing, processing, and transmitting of the cardholder data. Provider will immediately notify County if it learns that it is no longer PCI DSS compliant and will immediately provide County the steps being taken to remediate the noncompliant status. In no event should Provider's notification to County be later than seven (7) calendar days after Provider learns it is no longer PCI DSS complaint. Provider shall enforce automatic disconnect of sessions for remote access technologies after a specific period of inactivity with regard to connectivity into County infrastructure. (PCI 12.3.8) Provider shall activate remote access from vendors and business partners into County network only when needed by vendors and partners, with immediate deactivation after use. (PCI 12.3.9) Provider shall implement encryption and two-factor authentication for securing remote access (non-console access) from outside the network into the County's environment with access to any stored credit card data. (PCI 8.3) Provider shall maintain a file integrity monitoring program to ensure critical file system changes are monitored and approved with respect to County Data. (PCI 10.5.5) All inbound and outbound connections to County's CDE must use Transport Layer Security (TLS) 1.2 or current industry equivalent (whichever is higher).

Refer to **Standard Instructions for Vendors** and the requirements to review the applicable terms and conditions (and submission of the **Agreement Exception Form**).

Demonstrations:

Not applicable to this solicitation.

Presentations:

Applies to this solicitation. Refer to Standard Instructions to Vendors for additional information and requirements.

Public Art and Design Program:

Not applicable to this solicitation.

Procurement Authority:

Pursuant to Section 21.32, Competitive Sealed Proposals, of the Broward County Procurement Code.

Project Funding Source - this project is funded in whole or in part by:

County Funds

Projected Schedule:

Evaluation Meeting (Sunshine Meeting): Date & Time: **TBD**

Evaluation Meeting (Sunshine Meeting): Date & Time: **TBD**

Check this website for any changes to the above tentative schedule for Sunshine Meetings:
<http://www.broward.org/Commission/Pages/SunshineMeetings.aspx>.

Project Manager Information:

Project Manager: Angela Osorno Belleme, Franchise & Business Permit Manager

Email: AOSORNOBELLEME@broward.org

Vendors are requested to submit questions regarding this solicitation through the "Q&A" section on BidSync; answers are posted through BidSync.

Evaluation Criteria

Parking Access and Revenue Control System Replacement at Port Everglades

1. Ability of Professional Personnel: (Maximum 15 Points)

Describe the qualifications and relevant experience of the Project Manager and all key staff that are intended to be assigned to this project. Include resumes for the Project Manager and all key staff described. Include the qualifications and relevant experience of all subconsultants' key staff to be assigned to this project.

a. Qualifications and relevant experience of staff assigned to deliver all necessary services, as well as equipment and materials, to deliver a fully functioning solution. This includes, but is not limited to, installation, training, testing, programming, set-up services and support services.

Points Value: 10

b. Qualifications and relevant experience of subcontractors that will be used to provide any of the services necessary to deliver a fully functioning solution.

Points Value: 5

2. Project Approach: (Maximum 15 Points)

a. Describe the prime Vendor's approach to the project. Include how the prime Vendor will use subconsultants in the project.

Points Value: 10

b. Describe how the vendor will coordinate the delivery and installation of the parking control system with the owner of the facility and the facility operator, to ensure that the parking facilities remain operational at all times during installation, and to ensure minimal interference for the Port Everglades customers, which might require some off-hours work, such as at nights and weekends

Points Value: 5

3. Project Schedule Requirements: (Maximum 15 Points)

Subject to contract award and issuance of Notice to Proceed (NTP), the project schedule requires that the replacement system be installed, completed, acceptance tested and fully operational within 120 calendar days from the issuance of NTP. Provide a detailed project schedule that illustrates how your proposal will deliver a complete PARCS within the specified timeline.

Points Value: 15

4. Past Performance: (Maximum 25 Points)

Describe prime Vendor's experience on projects of similar nature, scope and duration, along with evidence of satisfactory completion, both on time and within budget, for the past five years. Provide a minimum of three projects with references.

Vendor should provide references for similar work performed to show evidence of qualifications and previous experience. Refer to **Vendor Reference Verification Form** and submit as instructed. **Only provide references for non-Broward County Board of County Commissioners contracts.** For Broward County contracts, the County will review performance evaluations in its database for vendors with previous or current contracts with the County. The County considers references and performance evaluations in the evaluation of Vendor's past performance.

a. For each of the references of similar work performed, provide the number of entry and exit points, the number of automated and staffed pay stations, the number of automated vehicle tolling lanes, the parking access and revenue control equipment hardware and the software and version. Also, the total number of transactions per year at each facility referenced.

Points Value: 10

b. For each of the references of similar work performed, provide the time from contract award to completion, along with evidence of satisfactory on-time completion.

Points Value: 10

c. Provide the budget for each of the references of similar work performed, along with evidence of satisfactory completion on budget.

Points Value: 5

5. Workload of the Firm: (Maximum 5 Points)

a. For the prime Vendor only, list all active projects that Vendor is currently engaged in and whether you are the prime vendor. In addition, list all projected projects that Vendor will be working on in the near future. Projected projects will be defined as a project(s) that Vendor has been awarded a contract but the Notice to Proceed has not been issued.

Points Value: 3

b. Identify any projects that Vendor worked on concurrently. Describe Vendor's approach in managing these projects. Were there or will there be any challenges for any of the listed projects? If so, describe how Vendor dealt or will deal with the projects' challenges.

Points Value: 2

6. Location:

Refer to **Vendor's Business Location Attestation Form** and submit as instructed.

A Vendor with a principal place of business location (also known as the nerve center) within Broward County for the last six months, prior to the solicitation submittal, will receive five points; a Vendor not meeting all of the local business requirements will receive zero points. The following applies for a Vendor responding as a Joint Venture (JV): if a member of the JV has 51% or more of the equity and meets all of the local business requirements, the JV will receive three points; if a member of the JV has 30 to 50% of the equity and meets all of the local business requirements, the JV will receive two points; and if a member of the JV has 10% to 29% of the equity and meets all of the local business requirements, the JV will receive one point.

Points Value: 5

7. Price: (Maximum 20 Points)

Pricing (**Item Response Form**) must reflect all equipment and services as defined in Scope of Work as indicated and entered on the Item Response Form in BidSync and as per the Bid Comments.

Note: Optional equipment items will not be made part of points value apportioned for Price.

Points Value: 20

Vendor Reference Verification Form

Vendor is required to submit completed Reference Verification Forms for previous projects referenced in its submittal. Vendor should provide the **Vendor Reference Verification Form** to its reference organization/firm to complete and return to the Vendor's attention. Vendor should submit the completed Vendor Reference Form with its response by the solicitation's deadline. The County will verify references provided as part of the review process. Provide a minimum of three (3) non-Broward County Board of County Commissioners' references.



Vendor Reference Verification Form

Broward County Solicitation No. and Title:

Reference for:

Organization/Firm Name providing reference:

Contact Name:

Title:

Reference date:

Contact Email:

Contact Phone:

Name of Referenced Project:

Contract No.

Date Services Provided:

Project Amount:

to

Vendor's role in Project: Prime Vendor Subconsultant/Subcontractor

Would you use this vendor again? Yes No If No, please specify in Additional Comments (below).

Description of services provided by Vendor:

Please rate your experience with the referenced Vendor:

Needs Improvement

Satisfactory

Excellent

Not Applicable

1. Vendor's Quality of Service
 - a. Responsive
 - b. Accuracy
 - c. Deliverables
2. Vendor's Organization:
 - a. Staff expertise
 - b. Professionalism
 - c. Turnover
3. Timeliness of:
 - a. Project
 - b. Deliverables
4. Project completed within budget
5. Cooperation with:
 - a. Your Firm
 - b. Subcontractor(s)/Subconsultant(s)
 - c. Regulatory Agency(ies)

Additional Comments: (provide on additional sheet if needed)

THIS SECTION FOR COUNTY USE ONLY

Verified via: EMAIL VERBAL Verified by: _____ Division: _____ Date: _____

VENDOR QUESTIONNAIRE AND STANDARD CERTIFICATIONS
Request for Proposals, Request for Qualifications, or Request for Letters of Interest

Vendor should complete questionnaire and complete and acknowledge the standard certifications and submit with the solicitation response. If not submitted with solicitation response, it must be submitted within three business days of County's request. Failure to timely submit may affect Vendor's evaluation.

If a response requires additional information, the Vendor should upload a written detailed response with submittal; each response should be numbered to match the question number. The completed questionnaire and attached responses will become part of the procurement record. It is imperative that the person completing the Vendor Questionnaire be knowledgeable about the proposing Vendor's business and operations.

1. Legal business name:
2. Doing Business As/ Fictitious Name (if applicable):
3. Federal Employer I.D. no. (FEIN):
4. Dun and Bradstreet No.:
5. Website address (if applicable):
6. Principal place of business address:
7. Office location responsible for this project:
8. Telephone no.: Fax no.:
9. Type of business (check appropriate box):
 - Corporation (specify the state of incorporation):
 - Sole Proprietor
 - Limited Liability Company (LLC)
 - Limited Partnership
 - General Partnership (State and County Filed In)
 - Other - Specify
10. List Florida Department of State, Division of Corporations document number (or registration number if fictitious name):
11. List name and title of each principal, owner, officer, and major shareholder:
 - a)
 - b)
 - c)
 - d)

12. AUTHORIZED CONTACT(S) FOR YOUR FIRM:

Name:
Title:
E-mail:
Telephone No.:

Name:
Title:
E-mail:
Telephone No.:

- 13. Has your firm, its principals, officers or predecessor organization(s) been debarred or suspended by any government entity within the last three years? If yes, specify details in an attached written response. Yes No
- 14. Has your firm, its principals, officers or predecessor organization(s) ever been debarred or suspended by any government entity? If yes, specify details in an attached written response, including the reinstatement date, if granted. Yes No
- 15. Has your firm ever failed to complete any services and/or delivery of products during the last three (3) years? If yes, specify details in an attached written response. Yes No
- 16. Is your firm or any of its principals or officers currently principals or officers of another organization? If yes, specify details in an attached written response. Yes No
- 17. Have any voluntary or involuntary bankruptcy petitions been filed by or against your firm, its parent or subsidiaries or predecessor organizations during the last three years? If yes, specify details in an attached written response. Yes No
- 18. Has your firm's surety ever intervened to assist in the completion of a contract or have Performance and/or Payment Bond claims been made to your firm or its predecessor's sureties during the last three years? If yes, specify details in an attached written response, including contact information for owner and surety. Yes No
- 19. Has your firm ever failed to complete any work awarded to you, services and/or delivery of products during the last three (3) years? If yes, specify details in an attached written response. Yes No
- 20. Has your firm ever been terminated from a contract within the last three years? If yes, specify details in an attached written response. Yes No
- 21. Living Wage solicitations only: In determining what, if any, fiscal impacts(s) are a result of the Ordinance for this solicitation, provide the following for informational purposes only. Response is not considered in determining the award of this contract.
Living Wage had an effect on the pricing. Yes No
 N/A

If yes, Living Wage increased the pricing by % or decreased the pricing by %.

Cone of Silence Requirement Certification:

The Cone of Silence Ordinance, Section 1-266, Broward County Code of Ordinances prohibits certain communications among Vendors, Commissioners, County staff, and Selection or Evaluation Committee members. Identify on a separate sheet any violations of this Ordinance by any members of the responding firm or its joint ventures. After the application of the Cone of Silence, inquiries regarding this solicitation should be directed to the Director of Purchasing or designee. The Cone of Silence terminates when the County Commission or other awarding authority takes action which ends the solicitation.

The Vendor hereby certifies that: (check each box)

- The Vendor has read Cone of Silence Ordinance, Section 1-266, Broward County Code of Ordinances; and
- The Vendor understands that the Cone of Silence for this competitive solicitation shall be in effect beginning upon the appointment of the Selection or Evaluation Committee, for communication regarding this solicitation with the County Administrator, Deputy County Administrator, Assistant County Administrators, and Assistants to the County Administrator and their respective support staff or any person, including Evaluation or Selection Committee members, appointed to evaluate or recommend selection in this RFP/RLI process. For Communication with County Commissioners and Commission staff, the Cone of Silence allows communication until the initial Evaluation or Selection Committee Meeting.
- The Vendor agrees to comply with the requirements of the Cone of Silence Ordinance.

Drug-Free Workplace Requirements Certification:

Section 21.31.a. of the Broward County Procurement Code requires awards of all competitive solicitations requiring Board award be made only to firms certifying the establishment of a drug free workplace program. The program must consist of:

1. Publishing a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the offeror's workplace, and specifying the actions that will be taken against employees for violations of such prohibition;
2. Establishing a continuing drug-free awareness program to inform its employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The offeror's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Giving all employees engaged in performance of the contract a copy of the statement required by subparagraph 1;
4. Notifying all employees, in writing, of the statement required by subparagraph 1, that as a condition of employment on a covered contract, the employee shall:
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of the employee's 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 of any state, for a violation occurring in the workplace NO later than five days after such conviction.
5. Notifying Broward County government in writing within 10 calendar days after receiving notice under subdivision 4.b above, from an employee or otherwise receiving actual notice of such conviction. The notice shall include the position title of the employee;
6. Within 30 calendar days after receiving notice under subparagraph 4 of a conviction, taking one of the following actions with respect to an employee who is convicted of a drug abuse violation occurring in the workplace:
 - a. Taking appropriate personnel action against such employee, up to and including termination; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency; and
7. Making a good faith effort to maintain a drug-free workplace program through implementation of subparagraphs 1 through 6.

The Vendor hereby certifies that: (check box)

- The Vendor certifies that it has established a drug free workplace program in accordance with the above

requirements.

Non-Collusion Certification:

Vendor shall disclose, to their best knowledge, any Broward County officer or employee, or any relative of any such officer or employee as defined in Section 112.3135 (1) (c), Florida Statutes, who is an officer or director of, or has a material interest in, the Vendor's business, who is in a position to influence this procurement. Any Broward County officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement. Failure of a Vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the Broward County Procurement Code.

The Vendor hereby certifies that: (select one)

- The Vendor certifies that this offer is made independently and free from collusion; or
- The Vendor is disclosing names of officers or employees who have a material interest in this procurement and is in a position to influence this procurement. Vendor must include a list of name(s), and relationship(s) with its submittal.

Public Entities Crimes Certification:

In accordance with Public Entity Crimes, Section 287.133, Florida Statutes, a person or affiliate placed on the convicted vendor list following a conviction for a public entity crime may not submit on a contract: to provide any goods or services; for construction or repair of a public building or public work; for leases of real property to a public entity; and 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 following the date of being placed on the convicted vendor list.

The Vendor hereby certifies that: (check box)

- The Vendor certifies that no person or affiliates of the Vendor are currently on the convicted vendor list and/or has not been found to commit a public entity crime, as described in the statutes.

Scrutinized Companies List Certification:

Any company, principals, or owners on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List is prohibited from submitting a response to a solicitation for goods or services in an amount equal to or greater than \$1 million.

The Vendor hereby certifies that: (check each box)

- The Vendor, owners, or principals are aware of the requirements of Sections 287.135, 215.473, and 215.4275, Florida Statutes, regarding Companies on the Scrutinized Companies with Activities in Sudan List the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List; and
- The Vendor, owners, or principals, are eligible to participate in this solicitation and are not listed on either the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List; and
- If awarded the Contract, the Vendor, owners, or principals will immediately notify the County in writing if any of its principals are placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List.

I hereby certify the information provided in the Vendor Questionnaire and Standard Certifications:

<input type="text"/>	<input type="text"/>	<input type="text"/>
*AUTHORIZED SIGNATURE/NAME	TITLE	DATE

Vendor Name:

* I certify that I am authorized to sign this solicitation response on behalf of the Vendor as indicated in Certificate as to Corporate Principal, designation letter by Director/Corporate Officer, or other business authorization to bind on behalf of the Vendor. As the Vendor's authorized representative, I attest that any and all statements, oral, written or otherwise, made in support of the Vendor's response, are accurate, true and correct. I also acknowledge that inaccurate, untruthful, or incorrect statements made in support of the Vendor's response may be used by the County as a basis for rejection, rescission of the award, or termination of the contract and may also serve as the basis for debarment of Vendor pursuant to Section 21.119 of the Broward County Procurement Code. I certify that the Vendor's response is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a response for the same items/services, and is in all respects fair and without collusion or fraud. I also certify that the Vendor agrees to abide by all terms and conditions of this solicitation, acknowledge and accept all of the solicitation pages as well as any special instructions sheet(s).

Security Requirements – Port Everglades

- A. The Port Everglades Department requires persons to present, at port entry, a valid driver's license, and valid reason for wishing to be granted port access in order to obtain a temporary/visitor ID badge. For persons who will visit the Port more than 15 times in a 90 day period, a permanent identification badge must be obtained and paid for by the contractor for all employees, subcontractors, agents and servants visiting or working on the port project. A restricted access badge application process will include fingerprints and a comprehensive background check. Badges must be renewed annually and the fees paid pursuant to Broward County Administrative Code, Section 42.6. For further information, please call 954-765-4225.
- B. All vehicles that are used regularly on the dock apron must have a Dockside Parking Permit. Only a limited number of permits will be issued per business entity. The fee is \$100.00 per permit/vehicle. Individuals requesting a permit must possess a valid Port-issued Restricted Access Area badge with a "Dock" destination. Requests for Dockside Parking Permits must be submitted in writing, on company letterhead, to the ID Badge Office. Applicants must demonstrate a need for access to the dock apron. Requests shall be investigated, and approved, if appropriate justification is provided. Supporting documentation must be supplied, if requested. Dock permits are not transferable and must be affixed to the lower left corner of the permitted vehicle's windshield. Should the permit holder wish to transfer the permit to another vehicle during the term of issuance, the permit will be removed and exchanged at no charge for a new permit. Only one business entity representative will be permitted on the dock at a time at the vessel location.
- C. The Federal Government has instituted requirements for a Transportation Worker Identification Credential (TWIC) for all personnel requiring unescorted access to designated secure areas within Port Everglades. The contractor will be responsible for complying with the applicable TWIC requirements. For further information, please call 1-855-347-8371, or go on line to <https://www.tsa.gov/for-industry/twic>.

LOBBYIST REGISTRATION REQUIREMENT CERTIFICATION FORM

The completed form should be submitted with the solicitation response but must be submitted within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.

The Vendor certifies that it understands if it has retained a lobbyist(s) to lobby in connection with a competitive solicitation, it shall be deemed non-responsive unless the firm, in responding to the competitive solicitation, certifies that each lobbyist retained has timely filed the registration or amended registration required under Broward County Lobbyist Registration Act, Section 1-262, Broward County Code of Ordinances; and it understands that if, after awarding a contract in connection with the solicitation, the County learns that the certification was erroneous, and upon investigation determines that the error was willful or intentional on the part of the Vendor, the County may, on that basis, exercise any contractual right to terminate the contract for convenience.

The Vendor hereby certifies that: (select one)

- It has not retained a lobbyist(s) to lobby in connection with this competitive solicitation; however, if retained after the solicitation, the County will be notified.

- It has retained a lobbyist(s) to lobby in connection with this competitive solicitation and certified that each lobbyist retained has timely filed the registration or amended registration required under Broward County Lobbyist Registration Act, Section 1-262, Broward County Code of Ordinances.

It is a requirement of this solicitation that the names of any and all lobbyists retained to lobby in connection with this solicitation be listed below:

Name of Lobbyist:

Lobbyist's Firm:

Phone:

E-mail:

Name of Lobbyist:

Lobbyist's Firm:

Phone:

E-mail:

Authorized Signature/Name: **Date:**

Title:

Vendor Name:

DOMESTIC PARTNERSHIP ACT CERTIFICATION FORM (REQUIREMENT AND TIEBREAKER)

Refer to Special Instructions to identify if Domestic Partnership Act is a requirement of the solicitation or acts only as a tiebreaker. If Domestic Partnership is a requirement of the solicitation, the completed and signed form should be returned with the Vendor's submittal. If the form is not provided with submittal, the Vendor must submit within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes. To qualify for the Domestic Partnership tiebreaker criterion, the Vendor must currently offer the Domestic Partnership benefit and the completed and signed form must be returned at time of solicitation submittal.

The Domestic Partnership Act, Section 16 ½ -157, Broward County Code of Ordinances, requires all Vendors contracting with the County, in an amount over \$100,000 provide benefits to Domestic Partners of its employees, on the same basis as it provides benefits to employees' spouses, with certain exceptions as provided by the Ordinance.

For all submittals over \$100,000.00, the Vendor, by virtue of the signature below, certifies that it is aware of the requirements of Broward County's Domestic Partnership Act, Section 16-½ -157, Broward County Code of Ordinances; and certifies the following: (check only one below).

- 1. The Vendor currently complies with the requirements of the County's Domestic Partnership Act and provides benefits to Domestic Partners of its employees on the same basis as it provides benefits to employees' spouses
- 2. The Vendor will comply with the requirements of the County's Domestic Partnership Act at time of contract award and provide benefits to Domestic Partners of its employees on the same basis as it provides benefits to employees' spouses.
- 3. The Vendor will not comply with the requirements of the County's Domestic Partnership Act at time of award.
- 4. The Vendor does not need to comply with the requirements of the County's Domestic Partnership Act at time of award because the following exception(s) applies: **(check only one below)**.
 - The Vendor is a governmental entity, not-for-profit corporation, or charitable organization.
 - The Vendor is a religious organization, association, society, or non-profit charitable or educational institution.
 - The Vendor provides an employee the cash equivalent of benefits. (Attach an affidavit in compliance with the Act stating the efforts taken to provide such benefits and the amount of the cash equivalent).
 - The Vendor cannot comply with the provisions of the Domestic Partnership Act because it would violate the laws, rules or regulations of federal or state law or would violate or be inconsistent with the terms or conditions of a grant or contract with the United States or State of Florida. Indicate the law, statute or regulation (State the law, statute or regulation and attach explanation of its applicability).

Authorized
Signature/Name

Title

Vendor Name

Date

Office of Economic and Small Business Requirements: CBE Goal Participation

- A. In accordance with the Broward County Business Opportunity Act of 2012, Section 1-81, Code of Ordinances, as amended (the "Business Opportunity Act"), the County Business Enterprise (CBE) Program is applicable to this contract. All Vendors responding to this solicitation are required to utilize CBE firms to perform the assigned participation goal for this contract.
- B. The CBE participation goal will be established based on the expected expenditure amount for the proposed scope of services for the project. The Office of Economic and Small Business Development (OESBD) will not include alternate items, optional services or allowances when establishing the CBE participation goal. If the County subsequently chooses to award any alternate items, optional services or allowances as determined by OESBD and the Contract Administrator to be related to the scope of services, OESBD may apply the established CBE participation goal. In such an instance, the County will issue a written notice to the successful Vendor that the CBE participation goal will also apply to the alternate items, optional services or allowances. Vendor shall submit all required forms pertaining to its compliance with the CBE participation goal, as applicable. Failure by Vendor to submit the required forms may result in the rejection of Vendor's solicitation submittal prior to the award or failure to comply with the contract requirements may have an impact on the vendor performance evaluation post award, as applicable.
- C. CBE Program Requirements: Compliance with CBE participation goal requirements is a matter of responsibility; Vendor should submit all required forms and information with its solicitation submittal. If the required forms and information are not provided with the Vendor's solicitation submittal, then Vendor must supply the required forms and information no later than three (3) business days after request by OESBD. Vendor may be deemed non-responsible for failure to fully comply with CBE Program Requirements within these stated timeframes.
1. Vendor should include in its solicitation submittal a **Letter Of Intent Between Bidder/Offeror and County Business Enterprise (CBE) Subcontractor/Supplier** for each CBE firm the Vendor intends to use to achieve the assigned CBE participation goal. The form is available at the following link:
<http://www.broward.org/EconDev/Documents/CBELetterOfIntent.pdf>
 2. If Vendor is unable to attain the CBE participation goal, Vendor should include in its solicitation submittal an **Application for Evaluation of Good Faith Efforts** and all of the required supporting information. The form is available at the following link:
<http://www.broward.org/EconDev/WhatWeDo/Documents/GoodFaithEffortEval.pdf>
- D. OESBD maintains an online directory of CBE firms. The online directory is available for use by Vendors at <https://webapps4.broward.org/smallbusiness/sbdirectory.aspx>.
- E. For detailed information regarding the CBE Program contact the OESBD at (954) 357-6400 or visit the website at: <http://www.broward.org/EconDev/SmallBusiness/>
- F. If awarded the contract, Vendor agrees to and shall comply with all applicable requirements of the Business Opportunity Act and the CBE Program in the award and administration of the contract.
1. No party to this contract may discriminate on the basis of race, color, sex, religion, national origin, disability, age, marital status, political affiliation, sexual orientation,

- pregnancy, or gender identity and expression in the performance of this contract.
2. All entities that seek to conduct business with the County, including Vendor or any Prime Contractors, Subcontractors, and Bidders, shall conduct such business activities in a fair and reasonable manner, free from fraud, coercion, collusion, intimidation, or bad faith. Failure to do so may result in the cancellation of this solicitation, cessation of contract negotiations, revocation of CBE certification, and suspension or debarment from future contracts.
 3. If Vendor fails to meet or make Good Faith Efforts (as defined in the Business Opportunity Act) to meet the CBE participation commitment (the "Commitment"), then Vendor shall pay the County liquidated damages in an amount equal to fifty percent (50%) of the actual dollar amount by which Vendor failed to achieve the Commitment, up to a maximum amount of ten percent (10%) of the total contract amount, excluding costs and reimbursable expenses. An example of this calculation is stated in Section 1-81.7, Broward County Code of Ordinances.
 4. Vendor shall comply with all applicable requirements of the Business Opportunity Act in the award of this contract. Failure by Vendor to carry out any of these requirements shall constitute a material breach of the contract, which shall permit the County to terminate this contract or to exercise any other remedy provided under this contract, the Broward County Code of Ordinances, the Broward County Administrative Code, or other applicable laws, with all such remedies being cumulative.
 5. Vendor shall pay its CBE subcontractors and suppliers, within fifteen (15) days following receipt of payment from the County, for all completed subcontracted work and supplies. If Vendor withholds an amount from CBE subcontractors or suppliers as retainage, such retainage shall be released and paid within fifteen (15) days following receipt of payment of retained amounts from the County.
 6. Vendor understands that the County will monitor Vendor's compliance with the CBE Program requirements. Vendor must provide OESBD with a Monthly Utilization Report (MUR) to confirm its compliance with the Commitment agreed to in the contract; timely submission of the MUR every month throughout the term of the contract, including amendment and extension terms, is a condition precedent to the County's payment of Vendor under the contract.

Procurement Preferences for Broward County Small Business Enterprises and County Business Enterprises

This form should be returned with the Vendor's submittal and will be used for informational purposes.

In accordance with Broward County Ordinance, Section 1.81, non-reserved solicitations (for SBE's or CBE's) and solicitations without any assigned CBE goals, a responding Broward County certified SBE or CBE may be eligible for a procurement preference, in accordance with below:

For Invitations to Bid and Quotation Requests:

If a responsive, responsible bid is received from a certified CBE or SBE that is within ten percent (10%) of the lowest responsive, responsible bid received from a non-certified (SBE or CBE) firm, the SBE or CBE (as applicable) shall be offered the opportunity to match the lowest responsive, responsible bid. If the SBE or CBE firm (as applicable) is responsive and responsible, and matches the lowest responsive, responsible bid, the CBE or SBE firm shall be recommended for award.

For Request for Proposals:

If upon the completion of final rankings by the Evaluation Committee, a non-certified proposer is the highest-ranked proposer, and a responsive, responsible SBE or CBE proposer receives a score that is within five percent (5%) of the score obtained by the non-certified proposer, the highest-ranked responsive, responsible SBE or CBE proposer shall be considered the highest-ranked proposer and shall have the opportunity to proceed to negotiations with the County for award of the contract.

Vendor should indicate below if the firm is a currently certified Broward County SBE and/or CBE firm. If the firm does not indicate it is an SBE or CBE, preference may not be applied based on information received but certification will be verified in the Broward County OESBD [Certified Firm Directory](#). Vendor must be certified at time of solicitation opening (due date).

This form does not substitute for certification or application for certification.

- Firm is a Broward County certified Small Business Enterprise (SBE)
- Firm is a Broward County certified County Business Enterprise (CBE)
- Firm is not a Broward County certified Small Business Enterprise (SBE) or County Business Enterprise (CBE).

Vendor Name

For questions regarding the Broward County SBE and CBE certifications, please contact Office of Economic and Small Business Development at 954-357-6400.

Broward County Board of
County Commissioners

LITIGATION HISTORY FORM

The completed form(s) should be returned with the Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.

- There are no material cases for this Vendor; or
- Material Case(s) are disclosed below:

Is this for a: (check type) <input type="checkbox"/> Parent, <input type="checkbox"/> Subsidiary, or <input type="checkbox"/> Predecessor Firm?	If Yes, name of Parent/Subsidiary/Predecessor: <input type="text"/>
	Or No <input type="checkbox"/>
Party	<input type="text"/>
Case Number, Name, and Date Filed	<input type="text"/>
Name of Court or other tribunal	<input type="text"/>
Type of Case	Bankruptcy <input type="checkbox"/> Civil <input type="checkbox"/> Criminal <input type="checkbox"/> Administrative/Regulatory <input type="checkbox"/>
Claim or Cause of Action and Brief description of each Count	<input type="text"/>
Brief description of the Subject Matter and Project Involved	<input type="text"/>
Disposition of Case (Attach copy of any applicable Judgment, Settlement Agreement and Satisfaction of Judgment.)	Pending <input type="checkbox"/> Settled <input type="checkbox"/> Dismissed <input type="checkbox"/> Judgment Vendor's Favor <input type="checkbox"/> Judgment Against Vendor <input type="checkbox"/> If Judgment Against, is Judgment Satisfied? <input type="checkbox"/> Yes <input type="checkbox"/> No
Opposing Counsel	Name: <input type="text"/> Email: <input type="text"/> Telephone Number: <input type="text"/>

Vendor Name:

AGREEMENT EXCEPTION FORM

The completed form(s) should be returned with the Vendor's submittal. If not provided with submittal, it shall be deemed an affirmation by the Vendor that it accepts the terms and conditions of the County's Agreement as disclosed in the solicitation.

The Vendor must either provide specific proposed alternative language on the form below. Additionally, a brief justification specifically addressing each provision to which an exception is taken should be provided.

- There are no exceptions to the terms and conditions of the County Agreement as referenced in the solicitation; or
- The following exceptions are disclosed below: (use additional forms as needed; separate each Article/ Section number)

Term or Condition Article / Section	Insert version of exception or specific proposed alternative language	Provide brief justification for change
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Vendor Name:

AFFILIATED ENTITIES OF THE PRINCIPAL(S) CERTIFICATION FORM

The completed form should be submitted with the solicitation response but must be submitted within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.

- a. All Vendors are required to disclose the names and addresses of "affiliated entities" of the Vendor's principal(s) over the last five (5) years (from the solicitation opening deadline) that have acted as a prime Vendor with the County.
- b. The County will review all affiliated entities of the Vendor's principal(s) for contract performance evaluations and the compliance history with the County's Small Business Program, including CBE, DBE and SBE goal attainment requirements. "Affiliated entities" of the principal(s) are those entities related to the Vendor by the sharing of stock or other means of control, including but not limited to a subsidiary, parent or sibling entity.
- c. The County will consider the contract performance evaluations and the compliance history of the affiliated entities of the Vendor's principals in its review and determination of responsibility.

The Vendor hereby certifies that: (select one)

- No principal of the proposing Vendor has prior affiliations that meet the criteria defined as "Affiliated entities"
- Principal(s) listed below have prior affiliations that meet the criteria defined as "Affiliated entities"

Principal's Name:

Names of Affiliated Entities:

Principal's Name:

Names of Affiliated Entities:

Principal's Name:

Names of Affiliated Entities:

Authorized Signature Name:

Title:

Vendor Name:

Date:



Enterprise Technology Services Vendor Security Questionnaire (VSQ)

(For RFPs, RFQs and Sole Source/Only Reasonable Source/Sole Brand Requests as applicable)

The Vendor Security Questionnaire's (VSQ) purpose is to assess the Vendor's security policies and/or system protocol and to identify any security vulnerabilities. Each responding vendor will be required to complete and submit the VSQ (for applicable solution – services, hardware, and/or software), if not included with the proposal submittal at the time of the solicitation opening deadline, the proposing vendor will be required to complete and submit the VSQ within three business days of County's request.

If a response requires additional information, the Vendor should attach a written detailed response; each response should be numbered to match the question number. The County will review Vendor's VSQ response and any security concerns will be addressed during Evaluation Committee Meetings or negotiations. Unresolved security concerns shall be considered by the committee as part of its final evaluation and may lead to impasse during negotiations.

The questionnaire is divided into the following areas: **Section 1: Software-as-a-Service/Hosted/Cloud Services**; **Section 2: Managed/Professional Services**; **Section 3: Hardware**; and **Section 4: Software**. Each section(s) should be completed as applicable to the vendor's proposed product and/or service. If applicable, failure to complete the questionnaire may deem a vendor non-responsible. The questionnaire should be submitted with your proposal. Vendor should immediately inform the assigned Purchasing Agent of any changes in vendor's responses after submittal.

SECTION 1: SOFTWARE-AS-A-SERVICE / HOSTED / CLOUD SERVICES

COMPLETE THIS SECTION OF THE QUESTIONNAIRE.

Vendor Name:				
Technical Contact Name / Email				
Product Name / Description:				
Solicitation Number and Title				
<p>For each applicable section, complete the matrix by placing an "X" in the applicable YES/NO column for each Description. Use "Comments" section to provide as much explanation as possible to clearly support your response. Additional pages may be attached to provide further detail, but any attachments should be referenced in "Comments" section. If not applicable, mark "N/A" in "Comments" section.</p>				
No.	Area	Description	Vendor Response	
			Yes	No
	Applicability (Required Response):	REQUIRED RESPONSE: Does your response involve providing SOFTWARE-AS-A-SERVICE, HOSTED, OR CLOUD SERVICES ? If YES, indicate response and complete Section 1. If No, indicate NO and skip Section 1.		
	Supporting Documentation	Please provide the following: a) Workflow diagram of stored or transmitted information b) Security / Network Architecture diagram		
1				
2				
3	Audit Reporting Requirements	Does your organization have a current Service Organization Controls (SOC) II, Type II report, inclusive of all five Trust Service Principles (Security, Availability, Processing Integrity, Confidentiality, and Privacy)? Does your organization have a current Payment Card Industry (PCI) Attestation of Compliance (AOC)? Applicable only if accepting payment cards.		
4				

5	Electronic Protected Health Information (ePHI) - Applicable only if Vendor has access to or will be hosting or storing County ePHI.	Has the Vendor had a Risk Assessment performed in the past 5 years by an external auditor in conjunction with the HIPAA Security rule?		
6		Does the Vendor maintain current HIPAA specific policies and procedures in conjunction with the HIPAA Security Rule?		
7		Does your organization have a designated HIPAA Security and Privacy Officer(s)?		
8		Do you provide HIPAA Security training to your employees at time of hire and at least annually thereafter?		
9	Roles & Responsibilities	Has your organization appointed a central point of contact for security coordination?		
10		What is the expected timeframe to respond to initial contact for security related issues?		
11		Does your company define the priority level of an issue (e.g., minor vs. major, 0-4 scale, etc.)? Please describe.		
12		Does your company have an expected Service Level Agreement (SLA) to implement changes needed to fix security issues according to priority level? Please describe.		
13	Federated Identity Management and Web Services Integration	Does your product have Single Sign-on (SSO) and Federated Identity Enablement integration options (e.g., support for standards like SAML v2 and OAuth 2.0, active directory, etc.). Please describe.		
14	External Parties	Does your product use web services and/or data import/export functions? Please describe.		
15		Will third parties, such as IT service providers, have access to the County's stored or transmitted information?		
16		Are there contingencies where key third-party dependencies are concerned?		
17		Is the company outsourcing any aspect of the service to a third party?		
18		Do you share customer data with, or enable direct access by, any third-party?		
19		Which processors (vendors) access your customer's information?		
20		Do these processors (vendors) contractually comply with your security standards for data processing?		
21		How do you regularly audit your critical vendors?		
22	Information Security Policy & Procedures	Do you have written, standard operation procedures for your security and compliance policies and procedures? If so, please provide copies of your IT Security Policies and Procedures for review (e.g., access, password, incident response, etc.) with this questionnaire.		
23	Risk Assessment	Do you have a process that addresses: (a) the identification and measurement of potential risks with mitigating controls (measures taken to reduce risk), and (b) the acceptance or transfer (e.g. insurance policies, warranties, etc.) of the remaining (residual) risk after mitigation steps have been applied?		

24	Compliance with Legal Requirements - Identification of applicable legislation	Do you have a process to identify new laws and regulations with IT security implications? (e.g., FIPA, new state breach notification requirements, monitoring newsletters, webinars, security or regulatory forums, etc.)?			
25		Has vendor experienced a legally reportable data breach within the past 7 years?			
26		Do you have procedures for preservation of electronic records and audit logs in case of litigation hold?			
27		In the event of a security incident, do you provide the consumer the ability to perform digital forensics?			
28	During Employment – Training, Education & Awareness	Have your employees received formal information security training (e.g., new employee orientation, annual training, posters in public areas, email reminders, etc.)?			
29		Have your security policies and procedures been communicated to your employees?			
30		Are periodic security reminders provided to your employees?			
31	Background Checks	Does your organization perform background checks to examine and assess an employee's or contractor's work and criminal history? Identify the type of background check information and the agency performing background check (e.g., credential verification, criminal history, credit history, etc.).			
32		Are individuals who will have access to the County's data subjected to periodic follow-up background checks?			
33	Prior to Employment - Terms and Conditions of Employment	Are your employees required to sign a non-disclosure agreement (e.g., non-disclosure and/or confidentiality form upon initial employment)?			
34		If so, are employees required to sign the non-disclosure agreement annually?			
35	Termination or Change in Employment	Does your firm require that all equipment of any terminated employee is returned and that his/her user ID is disabled in all systems and badges and/or keys are returned? Upon transfer, is employee's existing access reviewed for relevance?			
36	Secure Areas	Do you have effective physical access controls (e.g., door locks, badge /electronic key ID and access controls) in place that prevent unauthorized access to facilities and a facility security plan?			
37		Do you have a contingency plan in place to handle emergency access to facilities?			
38		How are physical access controls authorized? Who is responsible for managing and ensuring that only appropriate persons have keys or codes to the facility and to locations within the facility with secure data?			
39		Are there written policies and procedures to document repairs and modifications to physical components of the facility that are related to security?			
40		Are employees permitted access to customer environments from your physical locations only?			

41	Application and Information Access Control - Sensitive System Isolation	Are systems and networks that host, process, and/or transfer sensitive information "protected" (i.e., isolated or separated) from other systems and/or networks? Provide supporting documentation.		
42		Are internal and external networks separated by firewalls with access policies and rules? Provide supporting documentation.		
43		Is there a standard approach for protecting network devices to prevent unauthorized access/network related attacks and data-theft (e.g. firewall between public and private networks, internal VLAN, firewall separation, separate WLAN network, secure portal, multi-tenancy, virtualization, shared storage, etc.)?		
44		Are employees allowed to connect to customer environments remotely (e.g., working from home, public wifi access)?		
45		Is there a remote access policy? If so, please provide documentation.		
46		Do you have protections in place for ensuring secure remote access (i.e., up-to-date antivirus, posture assessment, VPN enforcement, split tunneling, etc.)?		
47		Will Vendor restrict inbound and outbound traffic to the County network to a "deny all, permit by exception" configuration?		
48		Will County's data be co-mingled with any other Cloud customer?		
49		Will County's data be stored, accessed by, or transmitted through an off shore environment (Outside continental U.S, Alaska, Hawaii)?		
50	Encryption	Is or will County sensitive information be transferred to external third parties? If so, what controls are in place to protect sensitive information when transferred (e.g., encryption)?		
51		Do you use a secure VPN connection with third parties and/or IT vendors for email encryption?		
52		Does Vendor provide a means to encrypt data at rest (AES, etc.)?		
53	Vulnerability Assessment and Remediation	Do you perform periodic vulnerability scans on your IT systems, networks, and supporting security systems? How often?		
54		If no, do you provide proof of vulnerability scanning and penetration testing upon request?		
55		Are internal or third party vulnerability assessments automated?		
56		Do you have a security patch management cycle in place to address identified vulnerabilities?		
57		Do you provide disclosure of vulnerabilities found in your environment and remediation timelines?		
58		Do you notify customer of applicable patches?		

59	Security Monitoring	Are third party connections to your network monitored and reviewed to confirm only authorized access and appropriate usage (i.e. with VPN logs, server event logs, system, application and data access logging, automated alerts, regular/periodic review of logs or reports, etc.)?			
60		Do you monitor your systems and networks for security events? If so, please describe this monitoring (e.g., are server and networking equipment logs, such as servers, routers, switches, wireless APs, monitored regularly, etc.)?			
61		Does Vendor maintain a file integrity monitoring program to ensure critical file system changes are monitored and approved with respect to confidential County data?			
62		Do you periodically review system activity (related to patient information systems)? If so, provide frequency.			
63	Identity & Access Management	Do you have a formal access authorization process based on "least privilege" (i.e. employees are granted the least amount of access possible to perform their assigned duties) and "need to know" (i.e., access permissions granted based upon the legitimate business need of the user to access the information, role-based permissions, limited access based on specific responsibilities, network access request form, etc.)?			
64		Are systems and applications configured to restrict access only to authorized individuals (e.g. use of unique IDs and passwords, minimum password length, password complexity, log-in history, lockout, password change, etc.)?			
65		Is there a list maintained of authorized users with general access and administrative access to operating systems (e.g., active directory user lists within a sensitive application, a spreadsheet of users, a human resources file, etc.)?			
66		Does a list of "accepted mobile devices" (e.g., smart phones, cell phones, etc.) exist and are these devices asset tracked and managed (i.e., MDA)?			
67		Are accepted mobile devices tested prior to production use?			
68		Is a Data Loss Prevention (DLP) in place to prevent the unauthorized distribution of sensitive information?			
69		Is software installation for desktops, laptops, and servers restricted to administrative users only?			
70		Does your software or system have automatic logoff for inactivity?			
71		Is access to source application code restricted? If so, how? Is a list of authorized users maintained and updated?			
72		Are user IDs for your system uniquely identifiable?			
73		Do you have any shared accounts?			
74		Will Vendor activate remote access from vendors and business partners into the County network only when needed by vendors and partners, with immediate deactivation after use?			
75		Can service accounts be configured to run as non-privileged user (i.e. non-Domain Admin)?			
76		Is Multi-Factor Authentication (MFA) required for employees/contractors to log in to production systems?			

77	Entitlement Reviews	Do you have a process to review user accounts and related access (e.g., manual process of reviewing system accounts to user accounts in AD for both users and privileged access, such as admins, developers, etc.)?			
78	Antivirus	Is antivirus software installed and running on your computers and supporting systems (e.g., desktops, servers, gateways, etc.)?			
79		Is this antivirus product centrally managed (e.g., is the antivirus monitored to verify all endpoints have functional agents, agents are up to date with the latest signatures, etc.)? Please explain your policies and procedures for management of antivirus software.			
80		Do you have a process for detecting and reporting malicious software?			
81	Network Defense and Host Intrusion Prevention Systems	Do you have any host-based Intrusion Protection System (IPS) for systems that the County will use?			
82		Does Vendor install personal firewall software is installed on any mobile or employee-owned device that manages the County's PCI-DSS Cardholder Data Environment ("CDE")?			
83	Media Handling	Do you have procedures to protect documents and computer media (e.g., tapes, disks, hard drives, etc.) from unauthorized disclosure, modification, removal, and destruction?			
84		Is sensitive data encrypted (e.g., data at rest) when stored on laptop, desktop, and server hard drives, flash drives, backup tapes, etc.)?			
85	Secure Disposal	Are there security procedures (e.g., use of secure wiping, NIST 800-88, etc.) for the decommissioning (replacement) of IT equipment and IT storage devices which contain or process sensitive information?			
86	Segregation of Computing Environment	Are development, test, and production environments separated from operational, IT environments to protect production (actively used) applications from inadvertent changes or disruption?			
87	Segregation of Duties	Are duties separated (e.g., front desk duties separated from accounting, data analysts access separated from IT support, etc.), where appropriate, to reduce the opportunity for unauthorized modification, unintentional modification, or misuse of your IT assets?			
88	Change Management	Do formal testing and change management procedures exist for networks, systems, desktops, software releases, deployments, and software vulnerability during patching activities, changes to the system, changes to the workstations and servers with appropriate testing, notification, and approval, etc.?			

89	Process & Procedures	Do you identify, respond to, and mitigate suspected or known security incidents (e.g., is an incident form completed as a response to each incident, etc.)?			
90		Do you have a formal incident response and data breach notification plan and team?			
91		Is evidence properly collected and maintained during the investigation of a security incident (e.g., employing chain of custody and other computer forensic methodologies that are monitored by internal and/or external parties, etc.)?			
92		Are incidents identified, investigated, and reported according to applicable legal requirements?			
93		Are incidents escalated and communicated (e.g., what is your documented process for escalation to management and outside authorities, etc.)?			
94		Do you have a contingency plan in place to handle emergency access to the software?			
95	Disaster Recovery Plan & Backups	Do you have a mechanism to back up critical IT systems and sensitive data (e.g., is data backed up nightly, weekly, quarterly, taken offsite, etc.)?			
96		Do you periodically test your backup/restoration plan by restoring from backup media?			
97		Does a disaster recovery plan exist for your organization?			
98		Are disaster recovery plans updated and tested at least annually?			
99		Do any single points of failure exist which would disrupt functionality of the product or service?			
100	Product Security Development Lifecycle	Do you have any product pre-release security threat modeling in place (e.g., secure coding practice, security architecture review, penetration testing, etc.)?			
101		Does Vendor maintain end-of-life-schedule for the software product?			
102		Is the product engineered as a multi-tier architecture design?			
103		Is product or service within 3 year end of life?			
104	Crypto Materials and Key Management	Do you have a centralized key management program in place (e.g., any Public Key Infrastructure (PKI), Hardware Security Module (HSM)-based or not, etc.) to issue certificates needed for products and cloud service infrastructure?			

SECTION 2: MANAGED / PROFESSIONAL SERVICES

ALL VENDORS MUST COMPLETE THIS SECTION OF THE QUESTIONNAIRE.

Vendor Name:
Technical Contact Name / Email
Product Name / Description:
Solicitation Number and Title

For each applicable section, complete the matrix by placing an "X" in the applicable YES/NO column for each Description. Use "Comments" section to provide as much explanation as possible to clearly support your response. Additional pages may be attached to provide further detail, but any attachments should be referenced in "Comments" section. If not applicable, mark "N/A" in "Comments" section.

No.	Area	Description	Vendor Response	
			Yes	No
	Applicability (Required Response):	REQUIRED RESPONSE: Does your response involve providing MANAGED AND/OR PROFESSIONAL SERVICES ? If YES, indicate response and complete Section 2. If No, indicate NO and skip Section 2.		
1	Audit Reporting Requirements	Does your organization have a current Service Organization Controls (SOC) II, Type II report, inclusive of all five Trust Service Principles (Security, Availability, Processing Integrity, Confidentiality, and Privacy)?		
2		Does your organization have a current Payment Card Industry (PCI) Attestation of Compliance (AOC)? Applicable only if accepting payment cards.		
3	Electronic Protected Health Information (ePHI) -	Has the Vendor had a Risk Assessment performed in the past 5 years by an external auditor in conjunction with the HIPAA Security rule?		
4	Applicable only if Vendor has access to or will be hosting or storing County ePHI.	Does the Vendor maintain current HIPAA specific policies and procedures in conjunction with the HIPAA Security Rule?		
5		Does your organization have a designated HIPAA Security and Privacy Officer(s)?		
6		Do you provide HIPAA Security training to your employees at time of hire and at least annually thereafter?		
7	Roles & Responsibilities	Has your organization appointed a central point of contact for security coordination?		
8		What is the expected timeframe to respond to initial contact for security related issues?		
9		Does your company define the priority level of an issue (e.g., minor vs. major, 0-4 scale, etc.)? Please describe.		
10		Does your company have an expected Service Level Agreement (SLA) to implement changes needed to fix security issues according to priority level? Please describe.		

11	External Parties	Does your product use web services and/or data import/export functions? Please describe.			
12		Will third parties, such as IT service providers, have access to the County's stored or transmitted information?			
13		Are there contingencies where key third-party dependencies are concerned?			
14		Is the company outsourcing any aspect of the service to a third party?			
15		Do you share customer data with, or enable direct access by, any third-party?			
16		Which processors (vendors) access your customer's information?			
17		Do these processors (vendors) contractually comply with your security standards for data processing?			
18		How do you regularly audit your critical vendors?			
19	Information Security Policy & Procedures	Do you have written, standard operation procedures for your security and compliance policies and procedures? If so, please provide copies of your IT Security Policies and Procedures for review (e.g., access, password, incident response, etc.) with this questionnaire.			
20	Risk Assessment	Do you have a process that addresses: (a) the identification and measurement of potential risks with mitigating controls (measures taken to reduce risk), and (b) the acceptance or transfer (e.g. insurance policies, warranties, etc.) of the remaining (residual) risk after mitigation steps have been applied?			
21	Compliance with Legal Requirements - Identification of applicable legislation	Do you have a process to identify new laws and regulations with IT security implications? (e.g., FIPA, new state breach notification requirements, monitoring newsletters, webinars, security or regulatory forums, etc.)?			
22		Has vendor experienced a legally reportable data breach within the past 7 years?			
23		Do you have procedures for preservation of electronic records and audit logs in case of litigation hold?			
24		In the event of a security incident, do you provide the consumer the ability to perform digital forensics?			
25	During Employment – Training, Education & Awareness	Have your employees received formal information security training (e.g., new employee orientation, annual training, posters in public areas, email reminders, etc.)?			
26		Have your security policies and procedures been communicated to your employees?			
27		Are periodic security reminders provided to your employees?			
28	Background Checks	Does your organization perform background checks to examine and assess an employee's or contractor's work and criminal history? Identify the type of background check information and the agency performing background check (e.g., credential verification, criminal history, credit history, etc.).			
29		Are individuals who will have access to the County's data subjected to periodic follow-up background checks?			

30	Prior to Employment - Terms and Conditions of Employment	Are your employees required to sign a non-disclosure agreement (e.g., non-disclosure and/or confidentiality form upon initial employment)?			
31		If so, are employees required to sign the non-disclosure agreement annually?			
32	Termination or Change in Employment	Does your firm require that all equipment of any terminated employee is returned and that his/her user ID is disabled in all systems and badges and/or keys are returned? Upon transfer, is employee's existing access reviewed for relevance?			
33	Secure Areas	Do you have effective physical access controls (e.g., door locks, badge /electronic key ID and access controls) in place that prevent unauthorized access to facilities and a facility security plan?			
34		Do you have a contingency plan in place to handle emergency access to facilities?			
35		How are physical access controls authorized? Who is responsible for managing and ensuring that only appropriate persons have keys or codes to the facility and to locations within the facility with secure data?			
36		Are there written policies and procedures to document repairs and modifications to physical components of the facility that are related to security?			
37		Are employees permitted access to customer environments from your physical locations only?			
38	Application and Information Access Control - Sensitive System Isolation	Are systems and networks that host, process, and/or transfer sensitive information "protected" (i.e., isolated or separated) from other systems and/or networks? Provide supporting documentation.			
39		Are internal and external networks separated by firewalls with access policies and rules? Provide supporting documentation.			
40		Is there a standard approach for protecting network devices to prevent unauthorized access/network related attacks and data-theft (e.g. firewall between public and private networks, internal VLAN, firewall separation, separate WLAN network, secure portal, multi-tenancy, virtualization, shared storage, etc.)?			
41		Are employees allowed to connect to customer environments remotely (e.g., working from home, public wifi access)?			
42		Is there a remote access policy? If so, please provide documentation.			
43		Do you have protections in place for ensuring secure remote access (i.e., up-to-date antivirus, posture assessment, VPN enforcement, split tunneling, etc.)?			
44		Will Vendor restrict inbound and outbound traffic to the County network to a "deny all, permit by exception" configuration?			
45		Will County's data be co-mingled with any other Cloud customer?			
46		Will County's data be stored, accessed by, or transmitted through an off shore environment (Outside continental U.S, Alaska, Hawaii)?			
47	Encryption	Is or will County sensitive information be transferred to external third parties? If so, what controls are in place to protect sensitive information when transferred (e.g., encryption)?			
48		Do you use a secure VPN connection with third parties and/or IT vendors for email encryption?			

49

Does Vendor provide a means to encrypt data at rest (AES, etc.)?

50	Vulnerability Assessment and Remediation	Do you perform periodic vulnerability scans on your IT systems, networks, and supporting security systems? How often?			
51		If no, do you provide proof of vulnerability scanning and penetration testing upon request?			
52		Are internal or third party vulnerability assessments automated?			
53		Do you have a security patch management cycle in place to address identified vulnerabilities?			
54		Do you provide disclosure of vulnerabilities found in your environment and remediation timelines?			
55		Do you notify customer of applicable patches?			
56	Security Monitoring	Are third party connections to your network monitored and reviewed to confirm only authorized access and appropriate usage (i.e. with VPN logs, server event logs, system, application and data access logging, automated alerts, regular/periodic review of logs or reports, etc.)?			
57		Do you monitor your systems and networks for security events? If so, please describe this monitoring (e.g., are server and networking equipment logs, such as servers, routers, switches, wireless APs, monitored regularly, etc.)?			
58		Does Vendor maintain a file integrity monitoring program to ensure critical file system changes are monitored and approved with respect to confidential County data?			
59		Do you periodically review system activity (related to patient information systems)? If so, provide frequency.			

60	Identity & Access Management	Do you have a formal access authorization process based on "least privilege" (i.e. employees are granted the least amount of access possible to perform their assigned duties) and "need to know" (i.e., access permissions granted based upon the legitimate business need of the user to access the information, role-based permissions, limited access based on specific responsibilities, network access request form, etc.)?			
61		Are systems and applications configured to restrict access only to authorized individuals (e.g. use of unique IDs and passwords, minimum password length, password complexity, log-in history, lockout, password change, etc.)?			
62		Is there a list maintained of authorized users with general access and administrative access to operating systems (e.g., active directory user lists within a sensitive application, a spreadsheet of users, a human resources file, etc.)?			
63		Does a list of "accepted mobile devices" (e.g., smart phones, cell phones, etc.) exist and are these devices asset tracked and managed (i.e., MDA)?			
64		Are accepted mobile devices tested prior to production use?			
65		Is a Data Loss Prevention (DLP) in place to prevent the unauthorized distribution of sensitive information?			
66		Is software installation for desktops, laptops, and servers restricted to administrative users only?			
67		Does your software or system have automatic logoff for inactivity?			
68		Is access to source application code restricted? If so, how? Is a list of authorized users maintained and updated?			
69		Are user IDs for your system uniquely identifiable?			
70		Do you have any shared accounts?			
71		Will Vendor activate remote access from vendors and business partners into the County network only when needed by vendors and partners, with immediate deactivation after use?			
72		Can service accounts be configured to run as non-privileged user (i.e. non-Domain Admin)?			
73		Is Multi-Factor Authentication (MFA) required for employees/contractors to log in to production systems?			
74	Entitlement Reviews	Do you have a process to review user accounts and related access (e.g., manual process of reviewing system accounts to user accounts in AD for both users and privileged access, such as admins, developers, etc.)?			
75	Antivirus	Is antivirus software installed and running on your computers and supporting systems (e.g., desktops, servers, gateways, etc.)?			
76		Is this antivirus product centrally managed (e.g., is the antivirus monitored to verify all endpoints have functional agents, agents are up to date with the latest signatures, etc.)? Please explain your policies and procedures for management of antivirus software.			
77		Do you have a process for detecting and reporting malicious software?			

78	Media Handling	Do you have procedures to protect documents and computer media (e.g., tapes, disks, hard drives, etc.) from unauthorized disclosure, modification, removal, and destruction?			
79		Is sensitive data encrypted (e.g., data at rest) when stored on laptop, desktop, and server hard drives, flash drives, backup tapes, etc.?			
80	Secure Disposal	Are there security procedures (e.g., use of secure wiping, NIST 800-88, etc.) for the decommissioning (replacement) of IT equipment and IT storage devices which contain or process sensitive information?			
81	Segregation of Computing Environment	Are development, test, and production environments separated from operational, IT environments to protect production (actively used) applications from inadvertent changes or disruption?			
82	Segregation of Duties	Are duties separated (e.g., front desk duties separated from accounting, data analysts access separated from IT support, etc.), where appropriate, to reduce the opportunity for unauthorized modification, unintentional modification, or misuse of your IT assets?			
83	Process & Procedures	Do you identify, respond to, and mitigate suspected or known security incidents (e.g., is an incident form completed as a response to each incident, etc.)?			
84		Do you have a formal incident response and data breach notification plan and team?			
85		Is evidence properly collected and maintained during the investigation of a security incident (e.g., employing chain of custody and other computer forensic methodologies that are monitored by internal and/or external parties, etc.)?			
86		Are incidents identified, investigated, and reported according to applicable legal requirements?			
87		Are incidents escalated and communicated (e.g., what is your documented process for escalation to management and outside authorities, etc.)?			
88		Do you have a contingency plan in place to handle emergency access to the software?			

SECTION 3: HARDWARE			
ALL VENDORS MUST COMPLETE THIS SECTION OF THE QUESTIONNAIRE.			
Vendor Name:			
Technical Contact Name / Email			
Product Name / Description:			
Solicitation Number and Title			
For each applicable section, complete the matrix by placing an "X" in the applicable YES/NO column for each Description. Use "Comments" section to provide as much explanation as possible to clearly support your response. Additional pages may be attached to provide further detail, but any attachments should be referenced in "Comments" section. If not applicable, mark "N/A" in "Comments" section.			
No.	Area	Description	Vendor Response
			Yes No
			Comments
	Applicability (Required Response):	REQUIRED RESPONSE: Does your response involve providing HARDWARE ? If YES, indicate response and complete Section 3. If No, indicate NO and skip Section 3.	
1	Secure Design	Are there physical security features used to prevent tampering of the hardware? If so, please identify.	
2		Do you take security measures during the manufacturing of the hardware? If so, please describe.	
3	Security Updates/Patching	Is your hardware scanned to detect any vulnerabilities or backdoors within the firmware?	
4		Has the operating system installed on the hardware been scanned for vulnerabilities?	
5		Is your firmware upgraded to remediate vulnerabilities? If so, provide frequency.	
6		If a new vulnerability is identified, is there a documented timeframe for updates/releases? Please provide frequency.	
7	Identity & Access Management	Are remote control features embedded for the manufacturer's support or ability to remotely access? If so, describe.	
8		Do backdoors exist that can lead to unauthorized access? If so, describe.	
9		Do default accounts exist? If so, list all default accounts.	
10		Can default accounts and passwords be changed by Broward County?	
11		Can service accounts be configured to run as non-privileged user (i.e. non-Domain Admin)?	
12	Product Security Development Lifecycle	Is an end-of-life schedule maintained for the hardware?	
13		Is product or service within 3 year end of life?	
14	Media Handling	Does vendor have a secure data wipe and data destruction program for proper drive disposal (i.e., Certificate of destruction, electronic media purging, etc.)?	

15	Compliance with Legal Requirements - Identification of applicable legislation	Is the hardware currently certified by any security standards? (i.e., PCI-DSS). If so, please identify.			
16		Do you have a process to identify new laws and regulations with IT security implications?			
17		Upon County's request, will Vendor make available to the County proof of Vendor's compliance with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing under this Agreement, including but not limited to: HIPAA compliance; Vendor's latest compliance reports (e.g., PCI-DSS PTS, P2PE validation) and any other proof of compliance as may be required?			

SECTION 4: SOFTWARE
VENDORS MUST COMPLETE THIS SECTION OF THE QUESTIONNAIRE.

Vendor Name:		Vendor Response	
Technical Contact Name / Email		Yes	No
Product Name / Description:		Comments	
Solicitation Number and Title			
For each applicable section, complete the matrix by placing an "X" in the applicable YES/NO column for each Description. Use "Comments" section to provide as much explanation as possible to clearly support your response. Additional pages may be attached to provide further detail, but any attachments should be referenced in "Comments" section. If not applicable, mark "N/A" in "Comments" section.			
No.	Area	Description	Vendor Response
	Applicability (Required Response):	REQUIRED RESPONSE: Does your response involve providing SOFTWARE ? If YES, indicate response and complete Section 4. If No, indicate NO and skip Section 4.	
	Supporting Documentation	Please provide the following: a) Hardware and Software requirements (i.e. Operating System, CPUs, RAM) b) Network connectivity requirements	
1		Can the software be installed as a regular user account with least privilege? Describe the level of administrative access the software will need on the County domain.	
2		Is remote access required for installation and support? If so, describe.	
3	Software Installation Requirements	Can the software be installed on and operated in a virtualized environment?	
4		Is third party software (i.e. Java, Adobe) required to be installed for your software to work? If so, provide software and minimum version.	
5		Will your software remain compatible with all updates and new releases of required third party software?	
6	Third Party Software Requirements	Are there contingencies where key third-party dependencies are concerned?	
7		Is the software currently certified by any security standards? (i.e. PCI-DSS). If so, identify.	
8		Has the software been developed following secure programming standards like those in the OWASP Developer Guide ?	
9	Secure Software Design	Is the company outsourcing any aspect of the service to a third party?	
10		Is the product engineered as a multi-tier architecture design?	
11		Does Vendor have capability to respond to and update product for any unforeseen new regulatory requirements?	
12		Does the software or solution perform audit logging? Please describe.	
13		Does the software have audit reporting capabilities (i.e. user activity, privileged access, etc.)? Please describe.	
14	Audit Logging	Does the software have a security patch process? Please describe your software security patch process, frequency of security patch releases, and how security vulnerabilities are identified.	
15			
16	Security Updates/Patching		

17

Does Vendor support electronic delivery of digitally signed upgrades?

18	Secure Configuration / Installation (i.e. PA-DSS configuration)	Does the software allow for secure configuration and installation? Please identify those cycles.			
19	Software Upgrade Cycles	Does the software have upgrade cycles? Please identify those cycles.			
20	Confidential Data	Does the software restrict confidential data (i.e., Social Security Number or Date of Birth, etc.) from being used as a primary identifier?			
21		Does the software have documentation showing where all confidential data is stored in the application?			
22	Encryption	Does the software support encryption of data in motion (e.g., SSL, etc.)?			
23		Does the software support encryption of data at rest (e.g., column-level encryption, etc.)?			
24		Does the software have built-in encryption controls? Please list.			
25	Authentication	Does your product have Single Sign-on (SSO) and Federated Identity Enablement integration options (e.g., support for standards like SAML v2 and OAuth 2.0, active directory, etc.)? Please describe.			
26		Does the software provide role-based access control?			
27	Roles and Responsibilities	Can service accounts be configured to run as non-privileged user (i.e. non-Domain Admin)?			
28	Product Security Development Lifecycle	Do you have any product pre-release security threat modeling in place (e.g., secure coding practice, security architecture review, penetration testing, etc.)?			
29		Does Vendor maintain end-of-life-schedule for the software product?			
30		Is product or service within 3 year end of life?			

I possess the authority to sign and act as an agent on behalf of this company. I have read the above questionnaire in its entirety and responded in a truthful manner to the best of my ability.

Vendor Name:	
Printed Representative Name:	
Printed Representative Title:	
Signature:	

Proposal Bond, Performance and Payment Guaranties, and Qualifications of Surety Requirements:

- A. **Proposal Bond:** A Vendor must submit an original **Proposal Bond**, executed by a surety company meeting the **Qualifications of Surety Requirements**, with its response. The Proposal Bond must be an original; photocopies are not accepted. Failure to submit a Proposal Bond by solicitation due date and time, and in accordance with instructions will deem Vendor non-responsive.
1. In lieu of the Proposal Bond, the following will be acceptable: cash, money order, certified check, cashier's check, an original [Bid Guaranty – Unconditional Letter of Credit](#), treasurer's check or bank draft of any national or state bank (United States). A personal check or a company check of a Vendor is not a valid bid guaranty.
 2. The Proposal Bond shall be in an amount equal to the amount stated in **Special Instructions to Vendors**, payable to the Board of County Commissioners and conditioned upon the successful Vendor entering into the Agreement (including providing a Performance and Payment Guaranty, evidence of insurance, and other requirements stated in the solicitation) within the required time.
 3. Guaranty of the successful Vendor shall be forfeited to the Board of County Commissioners not as a penalty, but as liquidated damages for the cost and expense incurred should said Vendor fail to comply with requirements.
 4. After award of the Agreement, the Proposal Bonds of unsuccessful Vendors will be returned upon request.
- B. **Performance and Payment Guaranties:** Vendor shall furnish a Performance Bond and a Payment Bond containing all the provisions of the [Performance Bond Form](#) and [Payment Bond Form](#) within the required time being notified of the award of contract,
1. The bonds shall be in the amount of one hundred percent (100%) of the contract amount guaranteeing to County the completion and performance of the work covered in such Contract as well as full payment of all suppliers, material men, laborers, or subcontractors employed pursuant to this project. Such bond(s) shall be with a surety company which is qualified pursuant to the section, Qualifications of Surety.
 2. Each bond shall continue in effect for one year after completion and acceptance of the work with liability equal to one hundred percent (100%) of the Contract price, or an additional bond shall be conditioned that the Vendor will upon notification by the County, correct any defective or faulty work or materials which appear within one year after completion of the Contract.
 3. Pursuant to the requirements of Section 255.05(1), Florida Statutes, Vendor shall ensure that the bonds referenced above shall be recorded in the public records of Broward County and provide County with evidence of such recording.
 4. In lieu of the performance and payment bond, Vendor may furnish an alternate form of security which may be in the form of cash, money order, certified check, cashier's check or an original [Irrevocable Letter of Credit](#). Such alternate forms of security shall be for the same purpose and shall be subject to the same conditions as those applicable above and shall be held by the County for one year after completion and acceptance of the work.
 5. The Vendor is required at all times to have valid Performance and Payment Guaranties

(or other approved security) in force covering the work being performed.

6. The Vendor agrees to keep such Guaranties (or other security) in effect for the duration of the contract. If the contract is extended or renewed, it shall be subject to the same bonding (or other approved security) requirements.

C. **Qualifications of Surety Requirements:** A bid bond, submittal bond, proposal bond, performance bond, and payment bond must be executed by a surety company of recognized standing, authorized to do business in the State of Florida, 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 years.

1. In addition to the above-minimum qualifications, the surety company must meet at least one of the following additional qualifications:
 - a. The surety company shall hold a current Certificate of Authority as acceptable surety on federal bonds in accordance with the United States Department of Treasury Circular 570, current revision. If the amount of the Bond exceeds the underwriting limitation set forth in the circular, in order to qualify, the net retention of the surety company shall not exceed the underwriting limitation in the circular and the excess risks must be protected by coinsurance, reinsurance, or other methods in accordance with Treasury Circular 297, Revised (31 DFR Section 223.10 Section 223.11). Further, the surety company shall provide the County with evidence satisfactory to the County, that such excess risk has been protected in an acceptable manner.
 - b. The surety company shall hold a current Certificate of Authority with the Florida Office of Insurance Regulation.
 - c. The surety company shall have at least the following minimum ratings:

Amount of Bond	Surety Ratings	Financial Size Category
\$500,001 to \$1,000,000	A, A-	Class I
\$1,000,001 to \$2,000,000	A, A-	Class II
\$2,000,001 to \$5,000,000	A	Class III
\$5,000,001 to \$10,000,000	A	Class IV
\$10,000,001 to \$25,000,000	A	Class V
\$25,000,001 to \$50,000,000	A	Class VI
\$50,000,001 to or more	A	Class VII

2. For projects which do not exceed \$500,000, the County shall accept a Bid Bond and Performance and Payment Bond from a surety company which has twice the minimum surplus and capital required by the Florida Office of Insurance Regulation at the time the solicitation is issued, if the surety company is otherwise in compliance with the provisions of the Florida Insurance Code, and if the surety company holds a currently valid Certificate of Authority issued by the United States Department of the Treasury under Section 9304 to 9308 of Title 31 of the United States Code.
3. If the surety company fails to meet the minimum standards, a bond from a surety that meets the minimum standards must be provided to satisfy the bonding requirements.

PROPOSAL BOND

This form must be completed and submitted with the Vendor's submittal. Failure to comply will deem vendor non-responsive.

BY THIS BOND, we _____, as Principal, hereinafter called VENDOR, and _____, as Surety, are bound to the Board of County Commissioners of Broward County, Florida, as Obligee, hereinafter called County, in the Amount of _____ (\$_____) for the payment whereof VENDOR and surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

WHEREAS, the County is seeking to contract with a firm (registered with the Florida Department of State, Division of Corporations) for the County agencies; and

WHEREAS, the County is utilizing a request for proposals (RFP) solicitation process for this project and VENDOR in response to Solicitation No. _____ agrees and is bound that:

The CONDITION OF THIS BOND is that if:

VENDOR submits a timely proposal in response to the County's solicitation process; THEN THIS BOND WILL REMAIN IN FULL FORCE AND EFFECT UNTIL CONTRACT AWARD. If the VENDOR is awarded the Agreement, but fails to enter into the Agreement, (including providing a Performance and Payment Guaranty, evidence of insurance, and other requirements stated herein) then the VENDOR and surety, jointly and severally, shall be liable to the County for the full sum herein stated which shall be due and payable to the County immediately upon demand of the County, in good and lawful money of the United States of America; as liquidated damages for failure thereof of said VENDOR; OTHERWISE THE BOND SHALL REMAIN IN FULL FORCE AND EFFECT.

No right of action shall accrue on this bond to or for the use of any person or corporation other than County named herein; and

In the event suit is brought upon this bond by the County, surety shall pay reasonable attorneys' fees and costs incurred by the County in such suit.

Signed and sealed this _____ day of _____, 20_____.

WITNESSES:

(Name of Corporation)

Secretary
(CORPORATE SEAL)

By _____
(Signature and Title)

(Type Name and Title Signed Above)

IN THE PRESENCE OF:

SURETY COMPANY:

By _____
Agent and Attorney-in-Fact

Address: _____
(Street)

(City/State/Zip Code)

Telephone No.: _____

Living Wage Ordinance Requirements:

- A. The County's estimated annual value of this contract is \$100,000.00 or greater, therefore, the Living Wage Ordinance Section 26-100, is applicable.
- B. The following is a summary of requirements contained the Living Wage Ordinance. This summary is not all-inclusive of the requirements of the Ordinance. If there is any conflict between the following summary and the language in the Living Wage Ordinance, the language in the Living Wage Ordinance shall prevail. These terms may supplement the specific requirements of the Living Wage Ordinance in order to effectuate its intent.
- C. In accordance with the Living Wage Ordinance, the Vendor agrees to pay the current minimum hourly wage rates to employees covered by the Living Wage Ordinance, as adjusted.
- D. **There will be no increase in contract prices paid by the County to the Vendor due to any increase in wages required to be paid to employees covered by the Living Wage Ordinance.**
- E. The **Living Wage Ordinance Compliance Affidavit Form**, should be returned with the Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes.
- F. Further information about Vendor's obligations under the Living Wage Ordinance, may be obtained from the Purchasing Division's website at: www.broward.org/Purchasing/Pages/LivingWageOrdinance.aspx
- G. The Vendor, under the terms of a contract awarded subject to the Living Wage Ordinance must comply with the requirements. By responding to a solicitation including the Living Wage Ordinance requirements, Vendor is hereby agreeing to comply with the provisions of the Ordinance and acknowledges awareness of the penalties for non-compliance.
- H. Living Wage Requirements: All covered employees, including those of the Vendor's subcontractors, providing services pursuant to the Vendor's contract, shall be paid wage rates in accordance with the Living Wage Ordinance, as adjusted. The Vendor and covered subcontractors, hereinafter referred to as "covered employer" may comply with this living wage provision by choosing to pay no less than the lower specified hourly wage rate when said employer also provides health benefits to its covered employees. Proof of the provision of health care benefits must be submitted to the County to qualify for the living wage rate for employees with health care benefits.
 - 1. Covered employees shall be paid not less than bi-weekly and without subsequent deduction or rebate. The covered employer shall pay living wage rates in accordance with federal and all other applicable laws such as overtime and similar wage laws.
 - 2. The covered employer must post in a prominent place at the site of the work and where paychecks are distributed, a notice (Living Wage rates poster) specifying the wages/benefits to be paid under the Living Wage Ordinance. This poster will be made available by the County. Vendors shall provide a copy of the requirements of the Living Wage Ordinance to any subcontractor submitting a bid/quote/proposal for a subcontract under this contract, prior to their submitting

a bid to the Vendor.

3. The covered employer shall provide the three-language statement to each covered employee with the employee's first paycheck and every six (6) months thereafter in the manner set forth by the Living Wage Ordinance.
 - I. Living Wage - Indexing: The living wage rate and the health benefits payment shall be annually indexed to inflation consistent with indexing methodology set forth in the Living Wage Ordinance. The living wage rates will be published by the County on an annual basis.
 - J. Sanctions for Unpaid Wages: In the event of any underpayment of required wage rates by the covered employer, civil and/or administrative penalties may be assessed to include sanctioning a covered employer by requiring the covered employer to pay wage restitution to the affected employee or subcontractor or by other means of sanctioning in accordance with the Living Wage Ordinance.
 - K. Payroll; Basic Records; Reporting: Each covered employer shall maintain payroll records for all covered employees and basic records relating thereto and shall preserve them for a period of three (3) years beyond the termination or expiration of this contract. The covered employer shall make the covered employees' payroll records required available for inspection, copying or transcription by authorized representatives of the County for a period of three years from the termination date of any County Service Contract, and shall permit such representative to interview employees during working hours. Failure to submit the required reports upon request or to make records available may be grounds for termination of the contract. The service contractor is responsible for the submission of the information required by the Living Wage Ordinance and for the maintenance of records and provision of access to same by all covered subcontractors.
 1. The covered employer shall submit the payroll information required every six months, to the applicable using agency's Contract Administrator, including a copy of the complete payroll for one payroll period showing employer's payroll records for each covered employee working on the contract for covered services.
 2. Exemption: The covered employer may request and obtain an exemption from the requirement to report and file payroll records every six months from the Director of Purchasing. Covered employers may submit an original **Application for Exemption From Living Wage Ordinance Reporting Requirements Form** to apply for an exemption from these reporting requirements, prior to award. Failure to submit timely may result in rejection of Application for Exemption.
 - i. Exemptions based on Wage History or Contractual Obligations (ex. Collective Bargaining Agreements) may be granted by the Director of Purchasing prior to contract award; however, an exemption may be canceled at any time by written notice to the covered employer.
 - ii. The reporting exemption does not apply to any new covered employees hired after the date the exemption was granted. For newly hired covered employees, the covered employer may submit an additional exemption application to the Contract Administrator prior to the renewal of contract by the County.

- L. Subcontracts: Covered employees of Vendor's subcontractors, providing covered services pursuant to the Vendor's contract, shall be paid wage rates, as adjusted, in accordance with the Living Wage Ordinance. The Vendor shall insert in any subcontracts the applicable clauses as required by the Living Wage Ordinance and also a clause requiring the subcontractors to include these clauses in all other subcontracts. The Vendor shall be responsible for compliance by any subcontractor with the Living Wage Ordinance as it applies to their subcontract.

- M. Complaints and Hearings; Termination and Debarment: If a covered employee believes that he or she is not being paid in accordance with the Living Wage Ordinance the employee may file a complaint with the Office of Intergovernmental Affairs and Professional Standards in accordance with the County's Living Wage Complaint Procedures. Complaints will be investigated, determinations issued, and hearings afforded to the effected parties in accordance with the County's Living Wage Complaint Procedure. Covered employers found to have violated the Living Wage Ordinance may suffer any or all sanctions provided for in the Living Wage Ordinance, including wage restitution, damages, termination or suspension of payment under the contract, termination of the contract, and debarment. The Living Wage Ordinance also provides employees with a private right of action in court.

LIVING WAGE ORDINANCE COMPLIANCE AFFIDAVIT FORM

The completed and signed form should be returned with the Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes. Vendor should scan and upload the completed, signed form(s) in BidSync.

Covered Employer: _____

Address: _____

Local Contact: _____ E-Mail Address: _____

Address: _____

Contract Amount: _____

Using Agency Served: _____

Solicitation No. and Title: _____

By signing below I hereby certify that the covered employees listed below: (please check one)

- A. Receive a minimum pay of \$ _____ per hour and are provided health benefits valued at \$ _____ per hour.
- B. Receive a minimum pay of \$ _____ per hour and are not provided health benefits.

Provide names of hourly employees and their job classifications providing covered services for the above referenced contract:

Name	Job Class	A or B	Name	Job Class	A or B
_____	_____	Select	_____	_____	Select
_____	_____	Select	_____	_____	Select
_____	_____	Select	_____	_____	Select
_____	_____	Select	_____	_____	Select

(Attach additional sheets in the format above, if needed)

I, _____ of _____ hereby attest that
(Print Name) (Company)

(1) I have the authority to sign this notarized compliance affidavit, (2) the following information is true, complete and correct and (3) the Vendor certifies that it shall:

- a) Pay all employees working on this contract/project, who are covered by the Living Wage Ordinance, as amended, in accordance with wage rates and provisions of the Living Wage Ordinance;
- b) Provide the applicable living wage statement regarding wage rates with the employee's first paycheck or direct deposit receipt as required by the Living Wage Ordinance, as amended; and
- c) (IF APPLICABLE) If health care benefits are provided under "A" above, the health care benefit meets the standard health benefit plan as described in Section 627.6699 (12)(b)(4), Florida Statutes, as amended. As a principle officer of the covered employer, the undersigned affirms that the referenced Florida Statute has been reviewed and the covered employer's health plan meets all the elements required by the statute, as amended.

Signature Title

SWORN TO AND SUBSCRIBED BEFORE ME this _____ day of _____, 20_____

STATE OF _____

COUNTY OF _____

Notary Public (Sign name of Notary Public)

My commission expires: _____ (SEAL)

Personally Known or Produced Identification Type of Identification Produced: _____

APPLICATION FOR EXEMPTION FROM LIVING WAGE ORDINANCE REPORTING REQUIREMENTS FORM

An original certification must be provided prior to award of the contract. Failure to submit timely upon request of the County may result in rejection of Application for Exemption.

SECTION 1: COVERED EMPLOYER INFORMATION (SERVICE CONTRACTOR)

Company Name: _____ Contact Person: _____

Company Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

SECTION 2: USING AGENCY AND SOLICITATION INFORMATION

Using Agency: _____

Solicitation No. and Title: _____

Using Agency Contact Name: _____ Agency Contact Phone: _____

Contract Amount: \$ _____

SECTION 3: EXEMPTION BASIS (Check one of the options below and submit supporting documentation as requested)

(LWO 26.103(f)(1); Wage History: Covered employer demonstrates to the satisfaction of the Director of Purchasing that its covered employees have been continuously paid the applicable living wage rates or higher wages for at least one (1) year prior to entering into the service contract.

Required documentation for this exemption basis: Attach prior payroll records or pay scale records (by job classifications) confirming this basis for exemption.

(LWO 26.103(f)(2); Contractual: Covered employer demonstrates to the satisfaction of the Director of Purchasing that the amounts paid to its covered employees are required by law or are required pursuant to a contractual obligation, such as a Collective Bargaining Agreement (CBA), union scale, etc.

Required documentation for this exemption basis: Attach a copy of the CBA or other contractual agreement with this application with the controlling language clearly marked, or a letter from the union stating that the union contract requires the CBA to supersede the LWO or other recognized company pay schedule as the basis for compensation provided that it exceeds the LWO wage rate amounts.

SECTION 4: CERTIFICATION AND NOTARIZED COMPLIANCE AFFIDAVIT

I, _____, of _____ hereby attest that
(Print Name) (Company)

(1) I have the authority to sign this notarized compliance affidavit, (2) the following information is true, complete and correct and (3) the Company certifies that its wages paid to employees providing covered services under this contract/project are at least equal to or greater than the living wage per the exemption basis selected above and in accordance with wage rates and provisions of the Living Wage Ordinance, as amended.

Signature Title

SWORN TO AND SUBSCRIBED BEFORE ME this _____ day of _____, 20_____

STATE OF _____

COUNTY OF _____

Notary Public (Sign name of Notary Public) My commission expires: _____ (SEAL)

Personally Known or Produced Identification Type of Identification Produced: _____

RFP-RFQ-RLI LOCATION ATTESTATION FORM (EVALUATION CRITERIA)

The completed and signed form and supporting information (if applicable, for Joint Ventures) should be returned with the Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Failure to timely submit this form and supporting information may affect the Vendor's evaluation. Provided information is subject to verification by the County.

A Vendor's principal place of business location (also known as the nerve center) within Broward County is considered in accordance with Evaluation Criteria. The County's definition of a principal place of business is:

1. As defined by the Broward County Local Preference Ordinance, "Principal place of business means the nerve center or center of overall direction, control and coordination of the activities of the bidder [Vendor]. If the bidder has only one (1) business location, such business location shall be considered its principal place of business."
2. A principal place of business refers to the place where a corporation's officers direct, control, and coordinate the corporation's day-to-day activities. It is the corporation's 'nerve center' and in practice it should normally be the place where the corporation maintains its headquarters; provided that the headquarters is the actual center of direction, control, and coordination, i.e., the 'nerve center', and not simply an office where the corporation holds its board meetings (for example, attended by directors and officers who have traveled there for the occasion).

The Vendor's principal place of business in Broward County shall be the Vendor's "Principal Address" indicated with the Florida Department of State Division of Corporations, for at least six months prior to the solicitation's due date.

Check one of the following:

- The Vendor certifies that it has a principal place of business location (also known as the nerve center) within Broward County, as documented in Florida Department of State Division of Corporations (Sunbiz), and attests to the following statements:
1. Vendor's address listed in its submittal is its principal place of business as defined by Broward County;
 2. Vendor's "Principal Address" listed with the Florida Department of State Division of Corporations is the same as the address listed in its submittal and the address was listed for at least six months prior to the solicitation's opening date. A copy of Florida Department of State Division of Corporations (Sunbiz) is attached as verification.
 3. Vendor must be located at the listed "nerve center" address ("Principal Address") for at least six (6) months prior to the solicitation's opening date;
 4. Vendor has not merged with another firm within the last six months that is not headquartered in Broward County and is not a wholly owned subsidiary or a holding company of another firm that is not headquartered in Broward County;
 5. If awarded a contract, it is the intent of the Vendor to remain at the referenced address for the duration of the contract term, including any renewals, extensions or any approved interim contracts for the services provided under this contract; and
 6. The Vendor understands that if after contract award, the County learns that the attestation was erroneous, and upon investigation determines that the error was willful or intentional on

Broward County Board of
County Commissioners

the part of the Vendor, the County may, on that basis exercise any contractual right to terminate the contract. Further any misleading, inaccurate, false information or documentation submitted by any party affiliated with this procurement may lead to suspension and/or debarment from doing business with Broward County as outlined in the Procurement Code, Section 21.119.

If the Vendor is submitting a response as a Joint Venture, the following information is required to be submitted:

- a. Name of the Joint Venture Partnership
- b. Percentage of Equity for all Joint Venture Partners
- c. A copy of the executed Agreement(s) between the Joint Venture Partners

Vendor does not have a principal place of business location (also known as the nerve center) within Broward County.

Vendor Information:

Vendor Name:

Vendor's address listed in its submittal is:

The signature below must be by an individual authorized to bind the Vendor. The signature below is an attestation that all information listed above and provided to Broward County is true and accurate.

Authorized Signature/Name	Title	Vendor Name	Date

RFP-RLI-RFQ LOCAL PREFERENCE AND TIE BREAKER CERTIFICATION FORM

The completed and signed form should be returned with the Vendor's submittal to determine Local Preference eligibility, however it must be returned at time of solicitation submittal to qualify for the Tie Break criteria. If not provided with submittal, the Vendor must submit within three business days of County's request for evaluation of Local Preference. Proof of a local business tax should be submitted with this form. Failure to timely submit this form or local business tax receipt may render the business ineligible for application of the Local Preference or Tie Break Criteria.

In accordance with Section 21.31.d. of the Broward County Procurement Code, to qualify for the Tie Break Criteria, the undersigned Vendor hereby certifies that (check box if applicable):

- The Vendor is a local Vendor in Broward County and:
 - a. has a valid Broward County local business tax receipt;
 - b. has been in existence for at least six-months prior to the solicitation opening;
 - c. at a business address physically located within Broward County;
 - d. in an area zoned for such business;
 - e. provides services from this location on a day-to-day basis, and
 - f. services provided from this location are a substantial component of the services offered in the Vendor's proposal.

In accordance with Local Preference, Section 1-74, et. seq., Broward County Code of Ordinances, a local business meeting the below requirements is eligible for Local Preference. To qualify for the Local Preference, the undersigned Vendor hereby certifies that (check box if applicable):

- The Vendor is a local Vendor in Broward and:
 - a. has a valid Broward County local business tax receipt issued at least one year prior to solicitation opening;
 - b. has been in existence for at least one-year prior to the solicitation opening;
 - c. provides services on a day-to-day basis, at a business address physically located within the Broward County limits in an area zoned for such business; and
 - d. the services provided from this location are a substantial component of the services offered in the Vendor's proposal.

Local Business Address:

Vendor does not qualify for Tie Break Criteria or Local Preference, in accordance with the above requirements. The undersigned Vendor hereby certifies that (check box if applicable): The Vendor is not a local Vendor in Broward County.

AUTHORIZED SIGNATURE/NAME	TITLE	COMPANY	DATE

VOLUME OF PREVIOUS WORK ATTESTATION FORM

The completed and signed form should be returned with the Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Failure to provide timely may affect the Vendor's evaluation. This completed form must be included with the Vendor's submittal at the time of the opening deadline to be considered for a Tie Breaker criterion (if applicable).

The calculation for Volume of Previous Work is all amounts paid to the prime Vendor by Broward County Board of County Commissioners at the time of the solicitation opening date within a five-year timeframe. The calculation of Volume of Previous Work for a prime Vendor previously awarded a contract as a member of a Joint Venture firm is based on the actual equity ownership of the Joint Venture firm.

In accordance with Section 21.31.d. of the Broward County Procurement Code, the Vendor with the lowest dollar volume of work previously paid by the County over a five-year period from the date of the submittal opening will receive the Tie Breaker.

Vendor must list all projects it received payment from Broward County Board of County Commissioners during the past five years. If the Vendor is submitting as a joint venture, the information provided should encompass the joint venture and each of the entities forming the joint venture. The Vendor attests to the following:

Item No.	Project Title	Solicitation/ Contract Number:	Department or Division	Date Awarded	Paid to Date Dollar Amount
1					
2					
3					
4					
5					
Grand Total					

Has the Vendor been a member/partner of a Joint Venture firm that was awarded a contract by the County?
 Yes No

If Yes, Vendor must submit a **Joint Vendor Volume of Work Attestation Form**.

Vendor Name:

Authorized Signature/ Name

Title

Date

VOLUME OF PREVIOUS WORK ATTESTATION JOINT VENTURE FORM

If applicable, this form and additional required documentation should be submitted with the Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Failure to timely submit this form and supporting documentation may affect the Vendor's evaluation.

The calculation of Volume of Previous Work for a prime Vendor previously awarded a contract as a member of a Joint Venture firm is based on the actual equity ownership of the Joint Venture firm. Volume of Previous Work is not based on the total payments to the Joint Venture firm.

Vendor must list all projects it received payment from Broward County Board of County Commissioners during the past five years as a member of a Joint Venture. The Vendor attests to the following:

Item No.	Project Title	Solicitation/ Contract Number:	Department or Division	Date Awarded	JV Equity %	Paid to Date Dollar Amount
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Grand Total					<input type="text"/>	<input type="text"/>

Vendor is required to submit an executed Joint Venture agreement(s) and any amendments for each project listed above. Each agreement must be executed prior to the opening date of this solicitation.

Vendor Name:

Authorized Signature/ Name

Title

Date

SUBCONTRACTORS/SUBCONSULTANTS/SUPPLIERS REQUIREMENT FORM
Request for Proposals, Request for Qualifications, or Request for Letters of Interest

The following forms and supporting information (if applicable) should be returned with Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Failure to timely submit may affect Vendor's evaluation.

- A. The Vendor shall submit a listing of all subcontractors, subconsultants and major material suppliers (firms), if any, and the portion of the contract they will perform. A major material supplier is considered any firm that provides construction material for construction contracts, or commodities for service contracts in excess of \$50,000, to the Vendor.
- B. If participation goals apply to the contract, only non-certified firms shall be identified on the form. A non-certified firm is a firm that is not listed as a firm for attainment of participation goals (ex. County Business Enterprise or Disadvantaged Business Enterprise), if applicable to the solicitation.
- C. This list shall be kept up-to-date for the duration of the contract. If subcontractors, subconsultants or suppliers are stated, this does not relieve the Vendor from the prime responsibility of full and complete satisfactory performance under any awarded contract.
- D. After completion of the contract/final payment, the Vendor shall certify the final list of non-certified subcontractors, subconsultants, and suppliers that performed or provided services to the County for the referenced contract.
- E. The Vendor has confirmed that none of the recommended subcontractors, subconsultants, or suppliers' principal(s), officer(s), affiliate(s) or any other related companies have been debarred from doing business with Broward County or any other governmental agency.

If none, state "none" on this form. Use additional sheets as needed. Vendor should scan and upload any additional form(s) in BidSync.

1. Subcontracted Firm's Name:

Subcontracted Firm's Address:

Subcontracted Firm's Telephone Number:

Contact Person's Name and Position:

Contact Person's E-Mail Address:

Estimated Subcontract/Supplies Contract Amount:

Type of Work/Supplies Provided:

2. Subcontracted Firm's Name:

Subcontracted Firm's Address:

Subcontracted Firm's Telephone Number:

SCRUTINIZED COMPANIES LIST REQUIREMENT CERTIFICATION FORM

The completed and signed form(s) should be returned with the Vendor's submittal. If not provided with submittal, the Vendor must submit within three business days of County's request. Vendor may be deemed non responsive for failure to fully comply within stated timeframes.

Any company, principals, or owners on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List is prohibited from submitting a response to a solicitation for goods or services in an amount equal to or greater than \$1 million.

The Vendor, by virtue of the signature below, certifies that:

- a. The Vendor, owners, or principals are aware of the requirements of Sections 287.135, 215.473, and 215.4725 Florida Statutes, regarding Companies on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List; and
- b. The Vendor, owners, or principals, are eligible to participate in this solicitation and are not listed on either the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List; and
- c. If awarded the Contract, the Vendor, owners, or principals will immediately notify the County in writing if any of its principals are placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List.

**Authorized
Signature/Name**

Title

Vendor Name

Date

Broward County Board of
INSURANCE REQUIREMENTS
County Commissioners

Project: Parking access and revenue control system replacement
Agency: Port Everglades

TYPE OF INSURANCE	ADDL INSR	SUBR WVD	MINIMUM LIABILITY LIMITS		
				Each Occurrence	Aggregate
GENERAL LIABILITY - Broad form <input checked="" type="checkbox"/> Commercial General Liability <input checked="" type="checkbox"/> Premises-Operations <input checked="" type="checkbox"/> XCU Explosion/Collapse/Underground <input checked="" type="checkbox"/> Products/Completed Operations Hazard <input checked="" type="checkbox"/> Contractual Insurance <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Independent Contractors <input checked="" type="checkbox"/> Personal Injury Per Occurrence or Claims-Made: <input checked="" type="checkbox"/> Per Occurrence <input type="checkbox"/> Claims-Made Gen'l Aggregate Limit Applies per: <input type="checkbox"/> Project <input type="checkbox"/> Policy <input type="checkbox"/> Loc. <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Bodily Injury		
			Property Damage		
			Combined Bodily Injury and Property Damage	\$ 1 mil	\$ 2 mil
			Personal Injury		
			Products & Completed Operations		
AUTO LIABILITY <input checked="" type="checkbox"/> Comprehensive Form <input checked="" type="checkbox"/> Owned <input checked="" type="checkbox"/> Hired <input checked="" type="checkbox"/> Non-owned <input checked="" type="checkbox"/> Any Auto, If applicable <i>Note: May be waived if no driving will be done in performance of services/project.</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Bodily Injury (each person)		
			Bodily Injury (each accident)		
			Property Damage		
			Combined Bodily Injury and Property Damage	\$ 500 k	
<input checked="" type="checkbox"/> EXCESS LIABILITY / UMBRELLA Per Occurrence or Claims-Made: <input type="checkbox"/> Per Occurrence <input type="checkbox"/> Claims-Made <i>Note: May be used to supplement minimum liability coverage requirements.</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		\$ Optional	
<input checked="" type="checkbox"/> WORKER'S COMPENSATION <i>Note: U.S. Longshoremen & Harbor Workers' Act & Jones Act is required for any activities on or about navigable water.</i>	N/A	<input checked="" type="checkbox"/>	Each Accident	STATUTORY LIMITS	
<input checked="" type="checkbox"/> EMPLOYER'S LIABILITY			Each Accident	\$ 500 k	
<input type="checkbox"/> POLLUTION / ENVIRONMENTAL LIABILITY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	If claims-made form:	\$	
			Extended Reporting Period of:	2 years	
			*Maximum Deductible:		
<input type="checkbox"/> PROFESSIONAL LIABILITY (ERRORS & OMISSIONS) All engineering, surveying and design professionals.	N/A	<input checked="" type="checkbox"/>	If claims-made form:	\$ 1 mil per occurrence	
			Extended Reporting Period of:	2 years	
			*Maximum Deductible:	\$50,000	
<input type="checkbox"/> Installation floater is required if Builder's Risk or Property are not carried. <i>Note: Coverage must be "All Risk", Completed Value.</i>			*Maximum Deductible (Wind and/or Flood):	Not to exceed 5% of completed value	Completed Value
			*Maximum Deductible:	\$10 k	
Description of Operations: "Broward County" shall be listed as Certificate Holder and endorsed as an additional insured for liability, except as to Professional Liability. County shall be provided 30 days written notice of cancellation, 10 days' notice of cancellation for non-payment. Contractors insurance shall provide primary coverage and shall not require contribution from the County, self-insurance or otherwise. Any self-insured retention (SIR) higher than the amount permitted in this Agreement must be declared to and approved by County and may require proof of financial ability to meet losses. Contractor is responsible for all coverage deductibles unless otherwise specified in the agreement.					

CERTIFICATE HOLDER:

Broward County
115 South Andrews Avenue
Fort Lauderdale, Florida 33301

 09/17/18
Risk Management Division

Question and Answers for Bid #PNC2117368P1 - Parking Access Revenue Control System (PARCS) Replacement for Port Everglades

Overall Bid Questions

There are no questions associated with this bid.