
**CITY OF
FRUITLAND PARK, FLORIDA**



**REQUEST FOR PROPOSALS 2026-01
FOR CITY HALL INTERIOR RENOVATIONS**

LEGAL ADVERTISEMENT
Request for Proposals
City Hall Interior Renovations
City of Fruitland Park, Florida

Sealed proposals will be accepted for REQUEST FOR PROPOSALS (RFP), CITY HALL RENOVATIONS, no later than **2:00 P.M.**, local time, on **June 5, 2026**. Proposals received after that time will not be accepted or considered, and will be returned unopened. No exceptions will be made.

The City of Fruitland Park, Florida, in conformance with Florida Statutes, and the policies and procedures of the City of Fruitland Park (City), is soliciting competitive sealed proposals from qualified, licensed general contractors to renovate the interior of City Hall.

Each respondent shall submit four **(4) copies** of the required proposal documents, in a sealed envelope plainly marked on the outside with, **“RFP for City Hall Interior Renovations” with the respondent’s name**. Proposals will be received by Gwen Johns, City Clerk, City of Fruitland Park, 506 W. Berckman St., Fruitland Park, Florida 34731 no later than **2:00 P.M. local time, on June 5, 2026**. Proposals will be publicly opened and read aloud in the City Commission Chambers, 506 W. Berckman St., Fruitland Park, Florida on **June 5, 2026 at 2:15 PM**, local time, or as soon thereafter as possible. All proposers or their representatives are invited to be present.

Interested Firms may secure a copy of the documents from (a) Gwen Johns, City Clerk, at 506 W. Berckman St., Fruitland Park, Florida 34731, phone number 352-360-6790, E-mail gjohns@fruitlandpark.org (b) download from the City’s website at fruitlandpark.org; or (c) download from Demandstar.

A Mandatory Pre-submittal Meeting will be held on **May 13, 2026** at City Hall at **10:00 A.M.**

To ensure fair consideration for all respondents to this RFP, firms interested in providing the required services may be disqualified if they have contact during the submission or selection process with the Mayor, City Commissioners, or any City staff other than as provided herein. Questions must be submitted in writing and received no later than **May 20, 2026** by submitting to John Klein, Human Resources and Risk Management Director at jklein@fruitlandpark.org with a copy to anita@agclaw.net. Answers to questions will be posted on the City’s website and on Demandstar as an addendum to this RFP for City Hall Interior Renovations.

Award of Contract: The City reserves the right to waive technicalities or irregularities, reject any or all proposals, and/or accept a proposal that is in the best interest of the City which, in the sole discretion of the City, is the most responsive and responsible proposer based on the factors considered.

Pursuant to Section 287.133(2)(a), Florida Statutes, interested individuals or firms who have been placed on the convicted vendor list following a conviction for public entity crimes may not submit a Proposal on a contract to provide services for a public entity, may not be awarded a contract and may not transact business with a public entity for services, the value of which exceeds CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

City of Fruitland Park, Florida
Request for Proposals
City Hall Interior Renovations

GENERAL INFORMATION

Responses to this Request for Proposals (RFP) must be received no later than **2:00 P.M., local time, June 5, 2026**, at the following address:

Gwen Johns, City Clerk
City of Fruitland Park
506 W. Berckman St
Fruitland Park, Florida 34731

Each respondent shall submit four **(4) copies** of the required proposal documents, in a sealed envelope plainly marked on the outside with, **“RFP for City Hall Interior Renovations” with the respondent’s name**. Proposals will be received by Gwen Johns, City Clerk, City of Fruitland Park, 506 W. Berckman St., Fruitland Park, Florida 34731 no later than **2:00 P.M. local time, on June 5, 2026**. Any proposals received after this deadline will be returned to the submitting firm unopened.

It shall be the sole responsibility of the proposer to have their proposal delivered to the City Clerk’s office, 506 W. Berckman St., Fruitland Park, Florida 34731 for receipt on or before the above stated time and date. If a proposal is sent by U.S. Mail or courier service, the proposer shall be responsible for its timely delivery. Proposals delayed by mail or courier service shall not be considered, shall not be opened at the public opening, and arrangements shall be made for their return at the proposer’s request and expense. “Postage Due” items will not be accepted. Expenses incurred in submitting this proposal will not be reimbursed by the City and these costs should not be included in the fees charged by the contracted firm.

A Mandatory Pre-submittal Meeting will be held on **May 13, 2026** at City Hall at **10:00 A.M.**

Any requests for clarification or correction regarding this RFP should be reduced to writing and be received no later than **May 20, 2026**. Any response by the City to a request for clarification or correction will be made in the form of a written addendum and posted on the City’s website and on Demandstar. The City reserves the right to issue addenda concerning clarifications or corrections at any time up to the date and time set for proposal submission. Only interpretations or corrections provided by written addenda shall be binding on the City. Proposers are cautioned that any other source by which a proposer receives information concerning, explaining, or interpreting the RFP documents shall not bind the City. Proposers shall not contact City staff or other City consultants for information (except in writing no later than May 20, 2026) before the award date. Any contact with any other member of the City Staff, City Commission, or its agents (except as stated herein) during this time period may be grounds for disqualification.

Questions or concerns should be addressed to:

John Klein, Human Resources and
Risk Management Director
City of Fruitland Park
506 W. Berckman St
Fruitland Park, Florida 34731
e-mail: jklein@fruitlandpark.org
Phone 352-360-6658

With a copy to: anita@agclaw.net

Proposals must include:

Contact Sheet – provided as Exhibit A
Public Entity Crimes – provided as Exhibit B
Drug-Free Workplace Certification – provided as Exhibit C
E-Verify Statement – provided as Exhibit D
Proposer Acknowledgements and Agreements – provided as Exhibit E
Conflict of Interest – provided as Exhibit F
Non-Collusion Affidavit – provided as Exhibit G
Dispute Disclosure Form – provided as Exhibit H
Human Trafficking Affidavit – provided as Exhibit I

Anticipated Schedule: As of the date of the issuance of this RFP, the timetable presented below provides the operative guidelines for the sequence of anticipated events. Should a change be required, the City will post such notification via the City's website. All times/dates are Eastern Standard Time.

April 20, 2026	Request for Proposals issued
May 13, 2026 (10:00 A.M.)	Mandatory Pre-submittal Meeting
May 20, 2026	Deadline to submit written questions or requests for clarification.
May 26, 2026	Last date addenda will be issued by City
June 5, 2026 (2:00 P.M.)	Proposal Submission Deadline
June 5, 2026 (2:15 P.M.)	Proposals Opened
June 12, 2026 (1:00 P.M.)	Presentation by Proposers (if necessary) & Final Ranking of Proposers by City Selection Committee
June 25, 2026 (6:00 P.M.)	City Commission approval of a contract

Proposal Package

The Proposal Package must contain the following information in the prescribed sequence.

<u>SEQUENCE</u>	<u>CONTENT</u>
<u>Exhibit A:</u>	Cover Letter and Contact Sheet
<u>Proposal Tab 1:</u>	General Contractor / Firm Information • Overview of General Contractor / Firm • Experience • References
<u>Proposal Tab 2:</u>	Proposed General Contractor / Project Manager • Resume • Certifications
<u>Proposal Tab 3:</u>	Proposed Fee
<u>Proposal Tab 4:</u>	Certificates of Insurance: Commercial Auto Liability, General Liability, and Workers Comp
<u>Proposal Tab 5:</u>	Exhibit B Public Entity Crimes Statement
	Exhibit C Drug Free Workplace Certification
	Exhibit D E-Verify Statement
	Exhibit E Proposer Acknowledgements and Agreements
	Exhibit F Conflict of Interest
	Exhibit G Non-Collusion Affidavit
	Exhibit H Disputes Disclosure
	Exhibit I Human Trafficking Affidavit

Introduction to the City

The City of Fruitland Park (hereinafter referred to as “the City”) is located in northwest Lake County, Florida. According to the 2020 U.S. Census, the City’s reported population was 8,325 ; however, the University of Florida Bureau of Economic and Business Research (BEBER) estimates the City’s population as of April 1, 2024 to be 8,634. The City’s General Fund Budget for FY 2025/2026 is approximately \$13,837,975.00.

The City is a Florida Municipal Corporation as defined by Florida Statutes. The legislative branch of the City is a five-member elected Commission, including a Mayor who is appointed by the Commissioners by majority vote. The City operates under a strong city manager form of government with the City Commission responsible for the establishment and adoption of policy and legislation. The execution of such policy is the responsibility of the City Manager who is appointed by and serves at the pleasure of the City Commission.

Objectives and Scope of Services

The City of Fruitland Park is seeking proposals from qualified, licensed general contractors to renovate the interior of City Hall. The City’s police department recently moved its offices from City Hall into the Public Safety Complex. Therefore, the City seeks to reconfigure and renovate the space to create new offices for other City departments, relocate an existing kitchenette, remove the existing entry into the previous police department and modify it to be consistent with the Finance Utility window area. Additionally, the City will renovate existing non-public restrooms in City Hall to replace existing tile with new tile, and add new grab bars, install new countertops on daises within City Hall, and renovate other areas within City Hall to better utilize existing space. **A detailed Scope of Services is attached to this RFP.** The City has prepared a conceptual layout, but a general contractor is needed to assist the City to evaluate the proposed layout, offer suggestions on the best configuration to achieve the City’s goals in maximizing space for use by City departments, and offer recommendations for quality materials that are durable, low maintenance and professional. The general contractor is expected to manage the project, provide labor, submit for approval a finish schedule providing a minimum of three options for all designated finish materials, including flooring, wall finishes, and fixtures, manage costs within the City’s budget,

Minimum Qualifications

- The selected certified, general contractor must be
 - licensed as such in the state of Florida
 - experience in renovating public buildings in Florida and associated permitting

Specifications

Experience

- Provide a narrative description of the general contractor’s experience in renovating the interior of a public building, and include in the narrative specific experience in constructing such renovations while the building remains occupied.
- Describe the general experience of the general contractor in interior building renovations.
- Describe the general contractor’s capability to manage, coordinate, and hold responsible subcontractors (electrical, mechanical, plumbing).
- Explain how the general contractor will minimize disruption of daily operations of City Hall and staff.

- Describe experience in assisting clients with reconfiguring interior layout to achieve space optimization.
- The general contract will carry and provide evidence of a general liability policy of not less than \$1,000,000, Commercial Auto Liability Insurance and Worker's Compensation Insurance. The certificates of insurance must name the City as an additional insured under the general liability insurance policy and certificate holder.

References

Provide three municipal or local government references for the general contractor (inclusion of the reference in your proposal is also agreement that the City may contact the named reference).

The City of Fruitland Park reserves the right to contact any municipality, agency, company or individual, whether offered as references or otherwise, to obtain information that may assist the City in evaluating the Proposer. The City of Fruitland Park retains the right to use information to make selection decisions. Submittal of a proposal is agreement that the City may contact and utilize such information in making a decision.

Proposed General Contractor and Project Manager

- Name the assigned general contractor and project manager.
- Clearly identify the experience of the general contractor and project manager who will oversee the project with similar projects.

Proposed Fee

Propose a fee to be paid inclusive of all service costs (include any travel reimbursement). The City will pay costs for materials and labor. The City may direct purchase materials because the City is tax exempt. The City of Fruitland Park will select a finalist by considering the proposed fee as a *best and final offer*; although, it reserves the right to negotiate terms as needed to improve elements of the proposal to best meet the needs of the City, including cost.

Additional Information

Each proposal will be considered binding and in effect for a period of 90 calendar days following the proposal opening.

Selection Process

The City Selection Committee will determine the top-ranked Proposer for award and recommend a contract to the City Commission for final approval.

The selected general contractor will have, in accordance with the instructions herein or hereinafter provided, submitted a complete and compelling proposal, submitted and signed, where instructed, the required forms, met the mandatory requirements to the satisfaction of the City.

Evaluation Criteria

Evaluation Components	Component Criteria	Decision Weight
<u>Experience</u>	1) General contractor - minimum of five years' experience. 2) Experience working specifically with cities or counties, for the same or similar public building interior renovation projects. 3) Experience in the same or similar interior renovation projects while the building remains occupied and open for business (whether public or private building) 4) Provide three municipal or county references for the contractor.	50%
<u>Proposed Fee</u>	1) Proposed fee	50%
MAXIMUM PERCENTAGE		100%

The City reserves the right to determine, at its sole discretion, whether any aspect of a Proposal satisfies the criteria established in this Request for Proposals. The City reserves the right to negotiate with any person or firm submitting Proposals and reserves the right to reject any or all Proposals with or without cause. In the event that this Request for Proposals is withdrawn by the City for any reason, the City will have no liability to any applicant for any costs or expenses incurred in connection with this Request for Proposals or otherwise. All such expenses incurred in the preparation of a Proposal will be borne by the general contractor/firm. Failure or refusal of the successful general contractor/firm to execute a contract within thirty days after award will constitute a default. Any such general contractor/firm will not assign, transfer, convey or otherwise dispose of any or all of its rights, title or interest therein, or its power to execute such contract to any person or firm without prior written consent of the City.

City Hall Renovation
Scope of Services
Contract + Cost

Contract

- Contractor to Manage Project – General Contractor
- Contractor to help with implementation of the project, timing, specialty work, costs, and hiring of all subcontractors
- Manage quality construction, sub-contractor work, schedule management and cost management

Scope of Services - Overall

- Drawings to outline the new footprint that can be used to get management approval, permits, comply with building codes and allow for well-planned work flow of foot traffic and communication.
- Demolition – to remove non-load bearing walls as planned, removal of countertops, carpet, doorways, tiling, cinderblock and removal of debris associated with this work. Removal of ceiling tiles for storage and reuse.
- Preservation of Equipment – to keep existing equipment of door readers, Wi-Fi antennas, security cameras, printers and copiers to be kept along with the wiring of these systems or connectivity to equipment kept in tack and not removed.
- Plumbing – to include drain work in bathrooms and cinder block area, moving and adding fixtures for kitchenette area, capping off existing services in existing kitchenette area and cinder block bathroom area. Install a new hot water system.
- Construction/Carpentry – to reframe walls, doorways, countertop/cabinetry support. Includes framing for glass and the installation of glass.
- HVAC – to adjust ventilation, airflow, ductwork and controls to the newly designed space. Develop any remedial action plan to manage humidity and condensation throughout the attic space.
- Electrical – to move, add, delete electrical outlets and switches based on newly designed area. Include the installation of 220 amp service in preparation to move large printer. Include LED lighting (similar to Library) based on new design. Create outlets and cabling that is conducive to network connectivity for computers and televisions. Design generator backup connections and ensure the design can be managed by the current generator capacity.
- Flooring – develop a flooring plan that dampens sound, is low maintenance and durable reflecting a professional business environment. Removal and installation of new flooring solution.
- Cabinetry – to design working spaces near copier, work stations, kitchenette, overhead storage, conference room and mailroom areas that has a similar look and feel as the Finance Utility window area. Update Dieses with new countertops. Install countertops.

- Storage – build out storage space for file cabinets and record retention of boxed materials.
- Tiling – to install new tiling in bathrooms in PD and Executive areas with new grab bars.
- Finishing – to install drywall including damaged areas during construction, taping and mudding to prep walls for paint. Includes outlet and switch covers, baseboard installation, light fixtures, vents. Paint all walls. Review and redesign as necessary ceiling tile grid and reinstall ceiling tiles.
- Approximately 5310 sq feet will be part of this renovation project.

Specific Locations/Areas within the Scope of Work

Police Department Area – scope will include the removal of demolition of walls and debris removal, adding walls, debris removal, electrical changes, plumbing changes, hvac changes, cabinetry, ceiling tiles, bathroom and kitchen fixtures, bathroom refresh, kitchenette build, water heater solution for all of City Hall, light fixtures, painting, flooring and baseboards.

Building & Zoning – convert this existing space into a conference room by removing walls, adding a wall, cabinetry, countertop, hvac, painting, baseboards, flooring, ceiling tiles, and re-work electrical wiring in support of a networked training conference room.

Commission Chambers – countertop replacement on entire desks.

Finance Department – remove walls, add walls, remove debris, build storage area, thermostat/hvac evaluation/work, electrical re-work, painting, baseboards, ceiling tiles, and blend flooring as needed.

Executive Department – office painting, reception area refresh of countertops, window area, and work station, mailbox area and storage improvement, bathroom refresh of tile, grab bars, mirrors and ventilation.

Furniture/Equipment to be Saved

Per City policy all unused furniture and equipment will be kept and sold at auction and not to be part of the debris removal. Such items will include: desks, chairs, freestanding shelves and cabinets, filing cabinets, TV's, network equipment, monitors, keyboards, phones, door hardware, security cameras, copy machine.

Not in Scope

- Security Cameras & Door Readers for badge system, Media and Internet Wi-Fi systems.
- Installation of TVs.
- Furniture and appliances, including cubicles, chairs, tables, filing cabinets, computer equipment, refrigerator, microwave, and ice machine.

- Phone systems.
- Furniture moving.
- Software systems and installation.

EXHIBIT "A"
CONTACT SHEET

Name: _____

Federal Taxpayer ID: _____

Mailing Address: _____

City, State, & Zip Code: _____

Telephone: _____ **Fax:** _____

Email: _____

Submitted By: _____

Title: _____

Accepts Credit Cards: Yes or No

Accounting Contact:

Name: _____ **Title:** _____

Email Address: _____ **Phone:** _____

EXHIBIT "B"

**SWORN STATEMENT UNDER F.S. SECTION 287.133(3) (A), ON PUBLIC ENTITY
CRIMES**

**THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR
OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted with Bid, Proposal or Contract for _____.
2. This sworn statement is submitted by (entity) _____ whose business address is _____ and (if applicable) Federal Employer Identification Number (FEIN) is _____ (If a Sole Proprietor and you have no FEIN, include the last four digits of your Social Security Number: _____.)
3. My name is _____ and my relationship to the entity named above is _____.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(a) (g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any proposal or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(a) (b), Florida Statutes, means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The City of Fruitland Park, Florida ownership by one of shares constituting a controlling income among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a length agreement, will be a prima facie case that one person controls another person. A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months will be considered an affiliate.
7. I understand that a "person" as defined in Paragraph 287.133(1) (e), Florida Statutes, means

any natural person or entity organized under the laws of the state or of the United States with the legal power to enter into a binding contract for provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

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

___ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. (Please attach a copy of the final order.)

___ The person or affiliate was placed on the convicted contractor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in public interest to remove the person or affiliate from the convicted contractor list. (Please attach a copy of the final order.)

___ The person or affiliate has not been placed on the convicted contractor list. (Please describe any action taken by, or pending with, the Department of General Services.)

Signature

Date:

STATE OF FLORIDA

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ who,
after first being sworn by me, affixed his/her signature at the space provided above on this ____ day of _____, 20 __, and is personally known
to me, or has provided _____ as identification.

Notary Public

My Commission expires: _____

EXHIBIT "C"
DRUG-FREE WORKPLACE CERTIFICATION

The below-signed general contractor certifies that it has implemented a drug-free workplace program. In order to have a drug-free workplace place, business must:

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

As the person authorized to sign this statement, I Certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

TELEPHONE NUMBER(S): _____

SIGNATURE: _____

NAME (TYPED OR PRINTED): _____ **TITLE:** _____

EXHIBIT “D”
E-VERIFY STATEMENT

Bid/Proposal Number: _____

Project Description: _____

GENERAL CONTRACTOR/FIRM acknowledges and agrees to the following:

GENERAL CONTRACTOR/FIRM will utilize the U.S. Department of Homeland Security’s E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:

1. All persons employed by the General Contractor during the term of the Contract to perform employment duties within Florida; and
2. All persons assigned by the General Contractor to perform work pursuant to the contract with the City.

Company/Firm: _____

Authorized Signature: _____

Title: _____

Date: _____

EXHIBIT “E”

PROPOSER ACKNOWLEDGEMENTS AND AGREEMENTS

The undersigned, as an employee or agent of the Proposer, having the authority to sign a binding agreement on behalf of the corporation, company, or firm presenting this submittal, confirms understanding and/or agreement and/or takes exception with any statement in the following sections of this RFP document.

1. GENERAL INFORMATION
Understands and agrees to all terms.
2. PROPOSAL PACKAGE, SCOPE OF SERVICES, MINIMUM QUALIFICATIONS
Understands and agrees to all terms.
3. EVALUATION CRITERIA
Understands and agrees to all terms.
4. PROPOSER’S RESPONSE: GENERAL CONTRACTOR’S AND PROJECT MANAGER’S QUALIFICATIONS AND EXPERIENCE
Understands and agrees to all terms.
5. PROPOSER’S RESPONSE: PROPOSED GENERAL CONTRACTOR
Understands and agrees to all terms.
6. PROPOSER’S RESPONSE: LOCATION AND RESPONSIVENESS
Understands and agrees to all terms.
7. PROPOSER’S RESPONSE: PROPOSED COMPENSATION
Understands and agrees to all terms.

Name: _____ Title: _____

Signature: _____ Date: _____

EXHIBIT "F"

CONFLICT OF INTEREST STATEMENT

This sworn statement is submitted with Bid, Proposal or Contract for _____.

This sworn statement is submitted by (entity) _____ whose business address is _____ and (if applicable) Federal Employer Identification Number (FEIN) is _____ (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is _____ and my relationship to the entity named above is _____.

1. The above named entity is submitting a Proposal for the City of Fruitland Park.
2. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon his/her own knowledge.
3. The Affiant states that only one submittal for the above proposal is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.
4. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity's submittal for the above proposal. This statement restricts the discussion of pricing data until the completion of negotiations if necessary and execution of the Contract for this project.
5. Neither the entity nor its affiliates, nor anyone associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.
6. Neither the entity nor its affiliates, nor anyone associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
7. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City of Fruitland Park.
8. I certify that no member of the entity's ownership or management, or staff has a vested interest in any aspect of the City of Fruitland Park.
9. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Fruitland Park.

Signature

Date:

STATE OF FLORIDA

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this ____ day of _____, 20____, and is personally known to me, or has provided _____ as identification.

My Commission expires:

Notary Signature

RFP 2026-01 for City Hall Interior Renovations

EXHIBIT "G"**Non-Collusion Affidavit**

This sworn statement is submitted with Bid, Proposal or Contract for _____.

This sworn statement is submitted by (entity) _____ whose business address is _____

_____ and (if applicable) Federal Employer Identification Number (FEIN) is _____ (If a Sole Proprietor and you have no FEIN, include the last four (4) digits of your Social Security Number: _____.)

My name is _____ and my relationship to the entity named above is _____.

1. The above named is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
2. Such Proposal is genuine and is not a collusive or sham proposal;
3. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Proposal in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached proposal or any other Bidder, or to fix any overhead, profit or cost element of the proposal price or the proposal price of any other Bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against the City of Fruitland Park, Florida or any person interested in the proposed Contract; and
4. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Signature

Date:

STATE OF FLORIDA

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first being sworn by me, affixed his/her signature at the space provided above on this ____ day of _____, 20____, and is personally known to me, or has provided _____ as identification.

Notary Signature

My Commission expires: _____

EXHIBIT “H”

DISPUTES DISCLOSURE FORM

Answer the following questions by placing an “X” after “YES” or “NO”. If you answer “YES”, please explain in the space provided, or via attachment.

Have you or your company received a reprimand of any nature or been suspended by DBPR or any other regulatory agency or professional association within the last five years?

YES___NO___

Have you or your company, or any member of your company, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five years?

YES___NO___

Have you or your company had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five years that is related to the services you or your company provides in the regular course of business?

YES___NO___

If yes, state the nature of the request for equitable adjustment, contract claim, litigation, or protest, and state a brief description of the case, the outcome or status of the suit and the monetary amounts or extended contract time involved.

I hereby certify that all statements made are true and agree and understand that any misstatement or misrepresentation or falsification of facts will be cause for forfeiture of rights for further consideration of this proposal for the City of Fruitland Park.

Firm

Date

Authorized Signature

Printed or Typed Name and Title

EXHIBIT “I”

HUMAN TRAFFICKING AFFIDAVIT

1. I am over the age of 18 and I have personal knowledge of the matters set forth except as otherwise set forth herein.
2. I currently serve as _____ (Role) of
_____ (Company).
3. _____ (Company) does not use coercion for labor or services, as those terms are defined in Florida Statute 787.06.
4. This declaration is made pursuant to Florida Statute 92.525. I understand that making a false statement in this declaration may subject me to criminal penalties.

Under penalties of perjury, I, _____, declare that I have read the foregoing Human Trafficking Affidavit and that the facts stated in it are true.

Further Affiant sayeth naught.

Company Name

Authorized Signatory

Printed Name

Title

Date