



CORAL SPRINGS IMPROVEMENT DISTRICT

Request for Qualifications (RFQ) # 2027-01

for

Design Build Services on Continuing Basis (CCNA)

Publication Dates:

Sun-Sentinel – October 19 and October 26, 2026

Evaluation Committee/Proposal Opening Meeting Location:

Coral Springs Improvement District

Board Room 10300 NW 11th Manor Coral Springs, FL 33071

Responses Due: November 20, 2026 @ 10:00 AM Eastern Time (ET)

Table of Contents

Section 1 – Introduction	4
1.1 Overview	4
1.2 Minimum Qualifications	4
1.3 Schedule	5
1.4 Point of Contact During Cone of Silence	5
1.5 Right of Assignment (Reserved)	6
1.6 Conflict of Interest	6
1.7 Small Business Enterprises	6
Section 2 – Procurement Process and Proposal Requirements	7
2.1 Question Submission	7
2.2 Addenda	7
2.3 Reserved Rights	7
2.4 Contract Term	7
2.5 Evaluation Criteria	8
2.6 Submission Requirements	9
2.7 Preparation Costs	10
2.8 Proposal Layout	10
2.9 Assertion of Firm Confidentiality	11
2.10 Protest Procedures	11
Section 3 – Terms and Conditions	12
3.1 General	12
3.2 Permits, Fees, and Notices	12
3.3 Termination for Cause	13
3.4 Termination for Convenience of District	13
3.5 Assignment	13
3.6 Applicable Laws, Ordinance, Rules, Codes and Regulations	13
3.7 Indemnification	14
3.8 Patent and Copyright Indemnification	14
Section 4 – Scope of Services	15
4.1 Types of Design-Build Projects	15
4.2 Design-Build Services	16

4.3 Approved Capital Improvement Projects for Fiscal Year 2026–2027	17
4.4 Design-Build Team	19
4.5 Type of Contract	19
Section 5 – Required Forms	21
SUBMITTAL FORM FOR RFQ NO. 2027-01	22
QUALIFICATIONS STATEMENT	25
CONTRACTOR PERFORMANCE VERIFICATION FORM.....	30
PUBLIC ENTITY CRIMES	32
CLASSIFICATION OF CCNA DISCIPLINE FORM	35
DRUG-FREE WORKPLACE CERTIFICATION	37
E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES.....	38
SCRUTINIZED VENDOR CERTIFICATION	40
CONFLICT OF INTEREST DISCLOSURE FORM	42
NON-COLLUSION OATH	43
GOOD FAITH AFFIDAVIT	44
INSURANCE REQUIREMENTS	45
Section 6 – Sample Contract	47
Attachment 1: Rate Sheet.....	58
Schedule A:	59
Section 7 - Sample Work Authorization.....	60

Section 1 – Introduction

1.1 Overview

Coral Springs Improvement District (District) is a special-purpose local government serving an area of north-west Broward County, FL providing drinking water, wastewater, and stormwater services to all properties with a 33071-zip code.

The District invites qualified professionals to respond to this Request for Qualifications (RFQ) for the acquisition of design-build services on a continuing basis.

CSID desires to enter into a continuing services contract with a qualified design-build firm to provide design-build services on an as-needed, project-specific basis pursuant to Section 287.055, Florida Statutes. The District currently has a continuing services contract with another firm and for general engineering services and design-build services but intends through this RFQ to select an additional firm to provide design-build services.

Services will be authorized through individual work authorizations issued by the District for projects within the scope of the continuing contract and may include planning, design, permitting, construction, and related design-build services. The award of a continuing services contract does not guarantee the selected firm any minimum amount of work or number of work authorizations.

The District may assign work authorizations among its design-build firms based on the needs of each project. Factors considered in assigning work authorizations may include the nature and complexity of the project, the firm's qualifications and relevant expertise, current workload and availability, project schedule and timing requirements, familiarity with the project or related District facilities, and such other factors as the District determines appropriate.

A firm may submit only as a prime.

1.2 Minimum Qualifications

All professional services to be provided under the awarded contract shall be performed by a qualified design-build firm as that term is defined in Consultant's Competitive Negotiation Act, 287.055(2)(h) F.S. (CCNA). Consultants providing services under this contract shall at all times be knowledgeable of the limiting thresholds of the CCNA statutes and shall ensure that full compliance is always maintained.

1.3 Schedule

While it is the District's intent to strictly adhere to the following schedule, modifications may be required. Adjustments will be communicated in an addendum if necessary.

	Date	Time
Public Advertisement	October 19 and October 26, 2026	
Release Date/Time	October 19, 2026	12:00 PM EST
Written Questions and Inquires are Due on or Before:	October 30, 2026	3:00 PM EST
Addenda as Responses to Questions Shall be Issued on or Before:	November 9, 2026	
Qualifications Package Submission Deadline Date/Time	November 20, 2026	10:00 AM EST
Evaluation Committee Meeting	November 27, 2026	10:00 AM EST
Presentation Meeting and Final Ranking	December 4, 2026	10:00 AM EST
Negotiation Meeting	December 9, 2026	10:00 AM EST
Recommendation for Award	December 21, 2026	

1.4 Point of Contact During Cone of Silence

All communication concerning this RFQ should be issued in writing, contain the RFQ number (RFQ # 2027-01) in the subject line, and be directed solely to the point of contact at the email address below:

Name: Sandra Demarco

Title: District Clerk Email: sandrad@csidfl.org

This solicitation is subject to the Florida Cone of Silence Laws, specifically Broward County Code ARTICLEXIII–LOBBY ACTIVITIES Sec. 1-266.- Cone of Silence.

Communication outside of authorized avenues is prohibited and may be subject to legal remedies. This would include any District Board Member, all other District employees, and any non-employee appointed to evaluate or recommend selection in such a procurement process.

The Cone of Silence shall terminate at the time the district awards or approves a contract, votes to reject all proposals or responses, or otherwise acts which ends the solicitation or other procurement process.

The District intends to secure continuing services contract(s) for design-build services. Consultants must develop qualification proposals in a format acceptable to the District. Requests for Qualifications shall be in compliance with the State of Florida Competitive Consultants Negotiations Act, (CCNA) FS Chapter 287.055. **Pricing is not submitted as a part of this evaluation process for submitted qualification proposals.**

1.5 Right of Assignment (Reserved)

1.6 Conflict of Interest

Firm confirms that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services required to be performed under the contract.

1.7 Small Business Enterprises

The District is committed to fostering the continued development and economic growth of small business enterprises. To this end, the participation by small business enterprises in this solicitation as both prime professionals and sub firms is encouraged

Section 2 – Procurement Process and Proposal Requirements

This section includes general instructions designed to ensure all Professionals understand the procurement process for this RFQ and develop qualification proposals in a format acceptable to the District. Requests for Qualifications shall be in compliance with the State of Florida Competitive Consultants Negotiations Act, (CCNA) FS Chapter 287.055. **Pricing is not submitted as a part of this evaluation process for submitted qualification proposals.**

2.1 Question Submission

Professionals are encouraged to submit questions or requests for clarification to ensure a full understanding of the proposal requirements and the scope of services requested. Questions must be directed to the point of contact identified in Section 1.4 and in adherence with the schedule outlined in Section 1.3.

2.2 Addenda

If the District finds it necessary to supplement, clarify, or modify any portion of this RFQ, a written addendum will be issued to interested parties and incorporated into the qualification docs. Professionals will be required to acknowledge receipt of any addenda on the included addenda acknowledgment form.

2.3 Reserved Rights

The District reserves the right to accept or reject all proposals, with or without cause, when doing so is perceived in the best interest of the District. The District reserves the right to waive technicalities or request additional information or clarification from Professionals. The District reserves the right to accept the proposal which, in its sole judgement, best serves the interest of the District.

This RFQ does not constitute a guarantee from the District.

2.4 Contract Term

It is the intent of the District to enter into a continuing contract that shall be renewed annually on the Contract effective date unless terminated by either party on or before the renewal date. After the final ranking, the District shall negotiate with the top-ranked Firm(s) that is deemed responsive and best serves the interest of the district. A sample contract has been included as a supplement to this RFQ.

2.5 Evaluation Criteria

An Evaluation Committee (EC) will be created and will be responsible for selecting the most qualified firm and then negotiating a contract. The Proposers with the highest-ranked submittals may be asked to make a detailed presentation of their product/service to the EC.

All Proposers are advised that in the event of receipt of an adequate number of proposals which in the opinion of the EC require no clarification and/or supplementary information, such proposals may be evaluated without discussion or oral presentations. Hence, proposals should be initially submitted on the most complete and favorable terms which Proposers can offer to the district. Evaluation Points shall be assigned to each proposer by each member of the EC. The highest-ranked firms may be shortlisted and may be asked to provide oral presentations.

The weighted scoring criteria shall serve as the final determination of rank, and the highest average ranked firm(s) will be awarded for each category herein.

The highest ranked Firm in each category will be notified in writing to submit an Engineering and Construction Hourly Rate Schedule inclusive of allowed multipliers on cost. Upon receipt of the Schedule for Hourly Billing Rates for Engineering and Construction Rates inclusive of allowed multipliers on cost, the Executive Director shall attempt to negotiate an agreement with the highest ranked Firm to bring before the Board for approval. If an agreement cannot be reached with the highest ranked Firm within 30 days of ranking, the Executive Director shall terminate negotiations with that Firm and commence negotiations with the next-highest ranked vendor.

This process may continue until a contract acceptable to the District has been executed by the Firm or all responses are rejected. No Firm shall have any rights against the District arising from such negotiations or termination thereof.

The District shall not request documentation of or consider a proposer's social, political, or ideological interests when determining if the proposer is a responsible vendor, nor will the selection committee or District Board of Supervisors give preference to a vendor based on the proposer's social, political, or ideological interests.

The table below provides factors for each of the scoring criteria:

Criteria	Weight
Design-Build Firm/Team Qualifications and Experience. Qualifications and demonstrated experience of the Design-Build Firm and its proposed Design-Build Team in successfully delivering design-build projects of similar type, size, scope, and complexity of projects identified in Section 4.1, with particular consideration given to water, wastewater, stormwater, utility, and related infrastructure projects.	30
Key Personnel and Team Organization. Qualifications, experience, and availability of proposed key personnel; experience of the proposed contractor, design professionals, and other principal team members working together; proposed team organization; and ability of the team to provide the disciplines and resources necessary to perform projects assigned under the Continuing Contract.	20
Approach to Continuing Design-Build Services. Demonstrated understanding of the District's anticipated design-build needs and approach to project development, design coordination, constructability, cost estimating and control, scheduling, permitting, construction, quality control, startup and commissioning, and coordination with District staff and ongoing utility operations.	20
References and Past Performance. Evaluation of references regarding the Design-Build Firm's performance on prior engagements, including responsiveness, communication and coordination, management of project issues and changes, adherence to commitments, and overall client satisfaction.	30
Total	100

Statements of Qualifications shall be reviewed for responsiveness before evaluation. Failure to provide required information or documentation may result in a Statement of Qualifications being determined nonresponsive in accordance with the terms of this RFQ.

Pursuant to Resolution 2018-20 Section 1(1.03) Services, In the event of tied firms for services, the District Board of Supervisors may determine to reject the proposals or divide the award for services equally if the services are divisible. If the services are not divisible but will be recurring, the Board may reject the proposals or rotate the service award between the tied service providers.

2.6 Submission Requirements

Professionals are required to follow the submission requirements including proper adherence to proposal quantities, page limitations, and formatting. Deviation from these requirements may cause proposals to be deemed non-responsive.

- **Quantity** – Firm must submit one (1) original proposal including original signatures, one (1) additional copy, and one (1) digital copy (USB drive). A redacted digital copy may also be included if the Firm’s proposal contains information that may be exempt from applicable Florida Public Records Law.
- **Page Limits** – Firm qualification proposals have no page number limit.
- **Text and Page Format** – A page is defined as one (1) 8 ½” by 11” piece of paper with text on one side. Firm may choose to print double-sided. Text must be in a font size no smaller than 11.
- **Production** – **QUALIFICATION PROPOSALS MUST BE BOUND WITH COMB OR COIL BINDING ONLY.** Staples, paperclips, or three-ring binders are not permitted.
- **Packaging** – Proposals are to be enclosed in a box or properly sized envelope to ensure delivery in an undisturbed state. Each package should include a label on the exterior that identifies the package as a response to CSID RFQ# 2027-01.
- **Delivery** – **THE DISTRICT DOES NOT ACCEPT ONLINE PROPOSALS OR E- PROPOSALS. PROPOSALS ARE TO BE MAILED OR HAND-DELIVERED TO CORAL SPRINGS IMPROVEMENT DISTRICT OFFICES located at 10300 NW 11th Manor, Coral Springs, FL 33071 Attn: District Clerk. ALL BIDS MUST BE RECEIVED BY THE DATE AND TIME INDICATED IN THE SCHEDULE OF SECTION 1.3. LATE, FAXED, AND/OR EMAILED BIDS TO ANY OTHER DISTRICT EMPLOYEE WILL NOT BE ACCEPTED.**

2.7 Preparation Costs

All costs associated with the development, production, and delivery of Firm proposals are solely those of the Firm. The District will not reimburse any Firm for expenses incurred during this procurement process. The Firm also agrees that the District bears no responsibility for any costs associated with administrative or judicial proceedings resulting from this solicitation process.

2.8 Proposal Layout

Professionals are required to follow the proposal layout defined below to enable ease of review and evaluation consistency. Deviation from this format may cause proposals to be deemed non-responsive.

- **Executive Summary** – Provide a brief introduction to the Firm, a summary of their qualifications, and the Firm’s primary point of contact and authorized signatory. (2- page limit)
- **Table of Contents** – Provide a table of contents that identifies each section of the proposal and the corresponding page numbers.
- **Section 1. Project Understanding and Approach** – Provide a comprehensive understanding of the services required.
- **Section 2. Firm Qualifications and References** – Provide evidence that the Firm meets the minimum qualifications identified in Section 1.2 and include your completed Qualifications Statement for Prime and any subcontracted firms to be used. Include a minimum of three (3) references from clients whom the Firm has provided similar services

in the past five (5) years. References from Florida public entities are preferable.

- **Section 3. Required Forms** – Complete and include each of the required forms:
 - SUBMITTAL FORM FOR RFQ NO. 2027-01
 - QUALIFICATIONS STATEMENT
 - CONTRACTOR PERFORMANCE VERIFICATION FORM
 - PUBLIC ENTITY CRIMES
 - CLASSIFICATION OF CCNA DISCIPLINE FORM
 - DRUG-FREE WORKPLACE CERTIFICATION
 - E-VERIFY FORM UNDER SECTION 448.095, Fla. Stat.
 - SCRUTINIZED VENDOR CERTIFICATION
 - CONFLICT OF INTEREST DISCLOSURE FORM
 - NON-COLLUSION OATH
 - GOOD FAITH AFFIDAVIT
 - INSURANCE REQUIREMENTS

2.9 Assertion of Firm Confidentiality

Professionals that desire to keep supplied information confidential must assert proprietary, trade secret, intellectual property, or otherwise confidential claims specific to those sections or subsections of their proposal. Professionals must provide statutory citation(s) supporting their claim of confidentiality. Simply identifying the entire proposal as confidential may be grounds for disqualification.

To facilitate public record requests required by Florida Public Records Law, the District may be required to disclose parts of or entire documents associated with this solicitation. Professionals that wish to keep confidential information private must provide the District with a redacted digital copy of their proposal and must notify us of this explicitly at the time of submission. Failure to do so will constitute a waiver of claim and authorize the District to reproduce the entire un-redacted proposal as required.

2.10 Protest Procedures

If a Respondent intends to protest the District's award of a contract, it must follow the procedure described in this section. Failure to comply with the requirements of this section shall be deemed conclusively to constitute a waiver, abandonment or relinquishment of any and all claims resulting from the District's award of the contract.

- 2.10.1 The Respondent shall file a Notice of Intent to Protest with the Executive Director in writing within 72 hours (excluding weekends and District observed holidays) after the Notice of Intent to Award is posted. The Respondent shall file a Formal Written Protest which includes a complete and concise statement of the grounds for the protest, supported by relevant documents, within ten (10) calendar days after filing Notice of Intent to Protest.

- 2.10.2 The Notice of Intent to Protest and Formal Written Notice shall be delivered via certified or registered U.S. Mail, return receipt requested, to the District administrative offices, 10300 NW 11th Manor, Coral Springs, FL 33071, Attn: Executive Director, with an electronic mail copy transmitted to info@csid.com.
- 2.10.3 Any Respondent who files a formal written protest shall post with the District at the time of filing the formal written protest, a protest bond in the amount of 1% of the contract amount or \$25,000 whichever is less. In the event the Respondent receives an adverse determination of its protest, the bond shall be forfeited to the District.
- 2.10.4 Failure to file notice of intent to protest, a formal written protest, and/or the protest bond within the time prescribed shall constitute a waiver of proceedings.
- 2.10.5 The Executive Director shall have the authority to settle and resolve the protest if such a settlement or resolution is in the best interest of the District in the Executive Director's sole opinion.
- 2.10.6 If the protest is not resolved by mutual agreement, the Executive Director shall issue a decision in writing within ten (10) calendar days after receipt of the formal written protest, which time may be extended upon agreement of the parties. The decision shall state the reasons for the action taken and inform the Respondent of his or her right to appeal the decision to the District Board of Supervisors. A copy of the decision shall be mailed or otherwise furnished to the Respondent.

Section 3 – Terms and Conditions

The purpose of this RFQ is to engage a consultant to provide Design-Build construction services on a continuous as needed basis.

3.1 General

The Scope of Work, Plans and/or Specifications for services and/or goods and materials to be provided under this solicitation is described in Section 4.0 hereof. Any Plans associated with the service are referenced in the Scope of Services. The failure of the Proposer to direct the attention of the DISTRICT to errors or discrepancies will not relieve the Proposer, should Proposer be awarded the Contract, of the responsibility of performing the work to the satisfaction of the DISTRICT.

3.2 Permits, Fees, and Notices

The Successful Proposer shall secure all permits and licenses which may be required for the proper execution and completion of the service. The Successful Proposer shall use its best efforts to obtain all necessary permits as soon as possible after the date of Notice to Proceed. Any delays in obtaining permits must be brought to the attention of the DISTRICT without delay.

The Successful Proposer shall give all notices and comply with all laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the performance of the work. The DISTRICT shall not be responsible for monitoring the Successful Proposer's compliance with any laws or regulations. The District shall be billed for reimbursement of any permit fees with progress billing.

3.3 Termination for Cause

In the event the Successful Proposer shall default on any of the terms, obligations, restrictions or conditions in the Contract Documents, the DISTRICT shall give the Successful Proposer written notice by registered, certified mail of the nature of the default and that time within which the default shall be corrected. The Successful Proposer shall be given a reasonable opportunity to cure the default, taking into consideration the nature and circumstances of the default. In the event the Successful Proposer has failed to correct the condition(s) of the default or the default is not remedied to the satisfaction and approval of the DISTRICT in a timely manner, the DISTRICT shall have all legal remedies available to it, including, but not limited to termination of the Contract in which case the Successful Proposer shall be liable for all procurement costs and any and all damages permitted by law arising from the default and breach of the Contract.

3.4 Termination for Convenience of District

Upon seven (7) calendar day's written notice delivered by certified mail, return receipt requested, to the Successful Proposer, the DISTRICT may without cause and without prejudice to any other right or remedy; terminate the agreement for the DISTRICT'S convenience whenever the DISTRICT determines that such termination is in the best interest of the DISTRICT. Where the agreement is terminated for the convenience of the DISTRICT, the notice of termination to the Successful Proposer must state that the contract is being terminated for the convenience of the DISTRICT under the termination clause and the extent of termination. Upon receipt of the notice of termination for convenience, the Successful Proposer shall promptly discontinue all service at the time and extent indicated on the notice of termination, terminate all outstanding sub-firms and work authorizations to the extent that they relate to the terminated portion of the Contract and refrain from placing further orders and subcontracts except as they may be necessary, and complete any continued portions of the service.

3.5 Assignment

The Successful Proposer shall not assign or transfer its rights, title or interests in the Agreement nor delegate any of the duties or obligations undertaken by Successful Proposer without DISTRICT'S prior written approval.

3.6 Applicable Laws, Ordinance, Rules, Codes and Regulations

Familiarity with Laws: Notice is hereby given that the Successful Proposer must be familiar with

all Federal, State and Local Laws, ordinances, rules, codes and regulations that may affect the work. Ignorance on the part of the Proposer will in no way relieve him from the responsibility of compliance therewith.

3.7 Indemnification

GENERAL INDEMNIFICATION: To the fullest extent permitted by laws and regulations, Successful Proposer shall indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the firm and other persons employed or utilized by the firm in the performance of the contract.

Nothing contained herein is intended nor shall it be construed to waive District's rights and immunities under the common law or Florida Statute 768.28 as amended from time to time.

3.8 Patent and Copyright Indemnification

Successful Proposer agrees to indemnify and hold harmless the agency, and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the firm and other persons employed or utilized by the firm in the performance of the contract.

Section 4 – Scope of Services

The Coral Springs Improvement District (“District”) is seeking Statements of Qualifications from qualified Design-Build Firms to provide continuing design-build services for District projects on an as-needed basis. Projects are anticipated to consist primarily of improvements, rehabilitation, replacement, expansion, and construction of the District’s water, wastewater, stormwater, and related utility facilities and infrastructure, together with other District facilities and improvements as may be authorized under the Continuing Contract.

The selected Design-Build Firm(s) shall provide an integrated design-build team capable of furnishing all professional design, permitting, surveying, preconstruction, construction, testing, startup, commissioning, and project closeout services necessary to complete individual projects authorized by the District

The specific scope, schedule, compensation, and other project-specific requirements for each project will be described in the Work authorization.

4.1 Types of Design-Build Projects

Projects assigned under the Continuing Contract may include the District’s approved capital improvement projects identified in Section 4.2 below, as well as other projects authorized by the District. Such projects may include, but are not limited to, the design, rehabilitation, replacement, expansion, modification, and construction of:

1. Water treatment facilities and related treatment processes and equipment;
2. Wastewater treatment facilities and related treatment processes and equipment;
3. Water and wastewater pumping stations, lift stations, wells, storage facilities, tanks, and related facilities;
4. Water distribution, wastewater collection, reclaimed water, and other utility piping and conveyance systems;
5. Stormwater management, drainage, pumping, and water-control facilities;
6. Mechanical, electrical, instrumentation, controls, SCADA, process, and related systems associated with District utility facilities;
7. Structural, architectural, site planning and surveying, civil, and ancillary improvements associated with District utility and operational facilities;
8. Rehabilitation or replacement of existing equipment, structures, piping, electrical systems, controls, and other utility infrastructure;
9. Emergency, corrective, or time-sensitive repairs and improvements appropriate for design-build delivery; and
10. Other District capital improvement projects appropriate for design-build delivery and authorized under the Continuing Contract.

4.2 Design-Build Services

For each authorized project, the Design-Builder shall furnish all labor, professional services, supervision, materials, equipment, construction services, and other services necessary to complete the Work required by the applicable Work Authorization. Depending upon the project, services may include:

A. Project Development and Preconstruction. Review of the District's project requirements and available information, investigation and verification of existing conditions, development and evaluation of design alternatives, constructability reviews, value engineering, project scheduling; cost estimating and cost modeling, identification of long-lead equipment and materials; development of procurement strategies, coordination with District operations personnel; and development of the proposed construction price or Guaranteed Maximum Price, when applicable.

B. Design and Engineering. Preparation of calculations, plans, specifications, drawings, technical documents, and other design documents necessary for permitting and construction. Design services may include civil, mechanical, electrical, structural, architectural, instrumentation and controls, environmental, geotechnical, surveying and mapping, landscape architectural, and other professional disciplines necessary for the particular project.

C. Permitting and Regulatory Coordination. Identification of applicable permitting and regulatory requirements, preparation and submission of permit applications and supporting documents, coordination with governmental and regulatory agencies, response to agency comments; and obtaining required permits and approvals applicable to the Design-Builder's Work.

D. Construction. Procurement of materials and equipment, management of subcontractors and suppliers, site preparation, demolition, construction, installation, rehabilitation, replacement, modification, temporary facilities and controls, maintenance of existing operations, quality control, safety, scheduling; coordination, and all other construction activities required to complete the authorized project.

E. Testing, Startup and Commissioning. Development and implementation of testing, including lab testing, startup and commissioning procedures, equipment and system testing, performance testing, coordination with District operations personnel, operator training, and demonstration that completed systems satisfy the applicable performance and acceptance requirements.

F. Project Closeout. Preparation and delivery of record drawings, operation and maintenance manuals, warranties, certifications, permit closeout documents, training materials, final documentation, and other closeout deliverables required by the applicable Work

4.3 Approved Capital Improvement Projects for Fiscal Year 2026–2027

The following table identifies the District’s approved capital improvement projects for Fiscal Year 2026–2027. Inclusion of a project in this list does not guarantee that the project will be assigned under this RFQ or that any particular Design-Build Firm will be selected to perform the work. The District reserves the right to modify, defer, cancel, or add projects based on its needs, available funding, and Board approval, as applicable.

Title	Department	Brief Description
Inspect and repair Plant F	Wastewater	After staff has tank F drained GT needs to inspect tank, replace diffusers, and suggest metal and coating repairs. Add access hatches.
Gear heads and discharge flanges	Drainage	Replace gear heads and discharge flanges for all pumps at both stations.
Well 5 repower and add VFD	Water	Well 5 repower and add VFD. Extend fence and relocate flow meter to above grade.
Canal bank restoration site 19 & 20	Drainage	Adding 5' top of bank back to these two sites. Shawn will provide map.
Digester #1 Blowers	Wastewater	Digester #1 Blower replacement and ductile to stainless piping.
Update RRA and ERP	Water/ Wastewater	Revised RRA submitted before deadline. Revised ERP is due to DEP by 12/31/26.
Culvert and headwall repairs as per study recommendations	Drainage	Structural evaluation of culverts highlighted areas that need repairs. Rick to include photos of what is needed in WA.
Portable generators storage building	Field	Design and install a building to house the portable generators on IW2's spare pad area.

Install additional ORP probe on raw water line	Water	Install second ORP probe on raw water line at agreed upon location.
HSP building MCC upgrade	Water	Replace/Upgrade HSP BLDG MCC CABINETRY IN 10YR CIP
PLC Network Modules Upgrade	Wastewater	
Surge Tank Influent Pipe Concrete Support Pad	Wastewater	Replace Surge Tank Influent Pipe Concrete Support Pad
12" or 20" Water Main Valve and 8"	Field	Ceased Valve on Atlantic Blvd behind Home Depot. Ceased valve on Lakeview and NW 111th ave.
Keel Cooler and hose replacement	Drainage	Inspect and replace keel coolers and associated hoses on each motor at both PS.
Sludge truck scale	Wastewater	Stationary ground sludge truck scale.
Resolve dry canal behind 2150 NW 86th terrace	Drainage	2150 NW 86th terrace burm (dry canal resolution) and site 16.
Site 16 ROW restoration	Drainage	Survey property lines and restore 5' of ROW
Micrologix plc replacement	Water	MicroLogix PLC Replacement
Injection Well #1 Pad Micrologic PLC Controller Install (antenna)	Wastewater	

Gear head replacement PS 1 & 2	Drainage	Replacement of existing gearheads at pump stations 1&2. 4 month lead time once ordered. Evaluation of gearheads being removed as part of WA 252 must be completed before deciding a path forward.
Sand Strainers Phase 1 of 2	Water	Sand Strainers Phase 1 of 2
Ventilation in chemical rooms	Water	Replace Ventilation in Caustic and Sulfuric Chem Rooms.
Well VFD install	Water	Well VFD Install

4.4 Design-Build Team

The Design-Builder shall be responsible for assembling and managing a complete Design-Build Team capable of performing each project assigned under the Continuing Contract. The Design-Builder may provide required services through its own personnel or through qualified subcontractors and subconsultants, subject to the requirements of the Contract and the District's right to approve or reject proposed subcontractors and subconsultants.

The Design-Build Team shall include, as applicable to each project, appropriately licensed contractors, professional engineers, architects, surveyors and mappers, geotechnical professionals, and other licensed or qualified professionals necessary to perform the Work. All professional services shall be performed under the responsible charge of professionals properly licensed in the State of Florida when required by applicable law.

The Design-Builder shall remain fully responsible to the District for all Work performed by its Design-Build Team, including the Work of all subcontractors and subconsultants.

4.5 Type of Contract

The District intends on entering into a continuing contract with the selected Firm to be renewed annually on the Contract effective date unless terminated by either party on or before the renewal date. Work under the continuing contract will be assigned on a work authorization basis.

As the District currently has continuing services contracts with other firms for general engineering and design-build services, the District shall endeavor to equitably distribute work authorizations among its continuing service contractors. The District shall determine, in its sole discretion, the Contractor to which each work authorization will be assigned based upon the best interests and needs of the District. In making such determination, the District may consider factors including, but not limited to, the nature and volume of work previously assigned, availability of necessary personnel and resources, organizational conflicts of interest, project schedule, familiarity with the project, and specialized experience or expertise

required for the Work.

The District makes no guarantee of the amount of work authorizations which may be assigned to the Contractor.

No work shall commence until a written work authorization has been issued by the District. Any modifications, amendments, or changes to an issued work authorization must be made in writing and signed by authorized representatives of both parties.

Section 5 – Required Forms

This section includes forms that must be completed and submitted with the Firm's proposal. Each of the following forms should be completed accurately and in its entirety:

SUBMITTAL FORM FOR RFQ NO. 2027-01
QUALIFICATIONS STATEMENT
CONTRACTOR PERFORMANCE VERIFICATION FORM
PUBLIC ENTITY CRIMES
CLASSIFICATION OF CCNA DISCIPLINE FORM
DRUG-FREE WORKPLACE CERTIFICATION
E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES
SCRUTINIZED VENDOR CERTIFICATION
CONFLICT OF INTEREST DISCLOSURE FORM
NON-COLLUSION OATH
GOOD FAITH AFFIDAVIT
INSURANCE REQUIREMENTS

Professionals that require clarification may submit a written request to the POC identified in Section 1.4.

SUBMITTAL FORM FOR RFQ NO. 2027-01

Page 1 of 4

SUBMITTED TO:

Coral Springs Improvement District 10300 N.W. 11th Manor
Coral Springs, Florida 33071

1. The undersigned Proposer proposes and agrees, if this is accepted, to enter into an agreement with DISTRICT to perform all service(s) as specified in the Request for Qualifications No. 2027-01 Documents for the price(s) and within the time indicated in this Request for Qualifications No. 2027-01, and in accordance with the terms and conditions of Request for Qualifications No. 2027-01 Documents.
2. Proposer accepts and hereby incorporates by reference in this Submittal Form all of the terms and conditions of the Request for Qualifications and Instructions to Proposers.
3. The Proposer has examined the site of the project and has become fully informed concerning local conditions, and the nature and extent of the deliveries. Proposer has examined the indemnification and liquidated damages provisions, if any, and the bond and insurance requirements of the bid submittal. Accepts and agrees to abide by those terms and conditions without exception or limitation of any kind.
4. Proposer has given the DISTRICT written notice of all conflicts, errors or discrepancies that it has discovered in the RFQ No 2027-01 and/or Contract documents and the written resolution thereof by the DISTRICT is acceptable to Proposer.
5. Will you subcontract any part of these services? Give details including a list of each sub firm(s) that will perform services of **ANY** percent of the contract amount and the services that will be performed by each sub firm(s). **PROVIDE SBE CERTIFICATION OF EACH PRIME (IF APPLICABLE) AND SUBFIRM.**

SUBMITTAL FORM FOR RFQ NO. 2027-01

Page 2 of 4

6. Proposer proposes to provide services to the District related to the following fields of practice:
General Civil Engineering, Structural Engineering, Electrical Engineering, Mechanical Engineering, Geotechnical Engineering, Environmental Engineering, Architectural Services, and Surveying/Mapping
7. The proposer will adhere to the Engineering and Construction Hourly Rates inclusive of allowed multipliers on cost listed in their contract in US Dollars
8. The proposer agrees to adhere to the deliverables approved timeline from the date of Contract Commencement as specified in the work authorization and notify the District of any changes as soon as possible.
9. Acknowledgment is hereby made of the following addenda (identified by number) received since issuance of the Request for Qualifications:
Addendum No. ____ Dated _____ Addendum No. ____ Dated _____ Addendum No. ____
Dated _____ Addendum No. ____ Dated _____ Addendum No. ____
Dated _____ Addendum No. ____ Dated _____
10. PLEASE HAVE YOUR INSURANCE REPRESENTATIVE CAREFULLY REVIEW THE INSURANCE REQUIREMENTS CONTAINED IN THE QUALIFICATIONS STATEMENT, PRIOR TO SUBMITTING YOUR BID PACKAGE TO ENSURE COMPLIANCE WITH ALL INSURANCE REQUIREMENTS.
11. The DISTRICT reserves the right to award this contract on the basis of any combination or all items, in which the DISTRICT deems in its best interests.
12. All communications concerning this RFQ shall be emailed to:

Sandra Demarco, District Clerk, Coral Springs Improvement District

10300 N.W. 11th Manor

Coral Springs, Florida 33071 Tel. 954-796-6620

Email sandrad@csidfl.org

SUBMITTAL FORM FOR RFQ NO. 2027-01

Page 4 of 4

PROPOSER'S CERTIFICATION

In witness whereof, the Proposer has executed this Submittal Form for RFQ#2027-01 this ____ day of _____, 20____.

Signature of Individual/Title

Witness

Printed Name of Individual

ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2026, by _____, as _____ for _____.

Signature of Notary Public

[STAMP HERE]

State of _____

Personally Known _____ OR Produced Identification _____ Type of
Identification Produced: _____

QUALIFICATIONS STATEMENT

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

Submitted To: Coral Springs Improvement District
10300 N.W. 11th Manor
Coral Springs, Florida 33071

Doing Business As
(If applicable):
Proposer's Name: _____
Proposer's Address: _____
City, State, Zip Code: _____
Telephone No: _____
Email: _____

If payment(s) is/are to be mailed to address other than stated above, please complete section below:

Contact Name: _____
"Remit to" Address: _____
City, State, Zip Code: _____
Telephone No: _____
Email: _____

QUALIFICATIONS STATEMENT

1. State the true, exact, correct and complete name of the partnership, corporation, trade, or fictitious name under which you do business and the address of the place of business.

Legal Name of Proposer:

Address of principal place of
business:

Contact Person's Name and Title:

Proposer's Telephone

Email

Proposer's License Number

2. If the Proposer is a corporation, answer the following:

a. Date of Incorporation:

b. State of Incorporation:

c. President's name:

d. Vice President's name:

e. Secretary's name:

f. Treasurer's name:

g. Name and address of
Registered Agent:

QUALIFICATIONS STATEMENT

Page 3 of 5

3. If Proposer is an individual, corporation, or partnership answer the following:

Articles of Incorporation Date	Indicate if Proposer is Individual, Corporation, or Partnership	Name of Individual or Partnership	Address of Individual or Partnership	Ownership of Units for Partner (If applicable)

4. If Proposer is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

5. If Proposer is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name?

--

QUALIFICATIONS STATEMENT

Page 4 of 5

7. Under what other former names has your organization operated?

8. Indicate registration, license numbers or certificate numbers, and UEID for the businesses or professions which are the subject of this RFQ. Please attach certificate of competency and/or state registration.

9. Have you ever failed to complete any work awarded to you? (Y)____(N)____

If so, state when, where and why?

10. Within the last five (5) years, has any officer or partner of your organization ever been an officer or partner of another organization when it failed to complete a contract?

(Y)____(N)____

If so, state when, where and why?

QUALIFICATIONS STATEMENT
Page 5 of 5

THE PROPOSER ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY DISTRICT IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY PROPOSER TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE PROPOSER'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE DISTRICT TO REJECT THE BID SUBMITTAL, AND, IF AFTER THE AWARD, TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.

Signature

Title

ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2026, by _____, as _____ for _____.

Signature of Notary Public

[STAMP HERE] State of _____

Personally Known _____ OR Produced Identification _____ Type of
Identification Produced: _____

CONTRACTOR PERFORMANCE VERIFICATION FORM

INSTRUCTIONS FOR SUBMITTING REFERENCES

1. The purpose of the reference process is to assist the District in evaluating the Proposer's past performance. Each Proposer shall provide the required CONTRACTOR PERFORMANCE VERIFICATION FORM to each of its proposed references for completion.
2. Each reference shall complete the CONTRACTOR PERFORMANCE VERIFICATION FORM and submit it directly to the District at the email address identified on the survey. Completed surveys MUST NOT be returned to the Proposer or included with the Proposal.
3. Each completed CONTRACTOR PERFORMANCE VERIFICATION FORM must be received by the District no later than the Proposal Submittal Deadline specified in Section 1.4. A CONTRACTOR PERFORMANCE VERIFICATION FORM received after the Proposal Submittal Deadline will not be considered.
4. The Proposer is solely responsible for providing the survey to its references sufficiently in advance of the deadline and for confirming that each required reference has timely submitted a completed survey to the District. The District will not be responsible for contacting references to obtain missing references. Upon request, the District may confirm whether a reference has been received but will not provide the Proposer with the reference or disclose its contents.
5. The Proposer shall provide accurate and current contact information for each reference. The District may contact a reference to verify or clarify information contained in the CONTRACTOR PERFORMANCE VERIFICATION FORM. If the District is unable to contact or verify a reference, the District may assign no points for that reference.
6. References must relate to different projects or services and different clients. Multiple surveys concerning the same project or from different individuals representing the same client will not be accepted as separate references.
7. Projects may be completed or ongoing.

CORAL SPRINGS IMPROVEMENT DISTRICT CONTRACTOR PERFORMANCE VERIFICATION FORM

SOLICITATION NUMBER/TITLE RFQ# 2027-01 ENGINEERING CONTINUING SERVICES (CCNA)

CONTRACTOR'S NAME _____

The Contractor has identified your organization as a reference for the above solicitation. Please complete this survey based on your organization's experience with the Contractor and return the completed survey directly to the District by email to sandrad@csidfl.org no later than the Proposal Submittal Deadline specified in Section 1.4 of the RFQ.

DO NOT RETURN THIS COMPLETED FORM TO THE CONTRACTOR

Reference Entity Name: _____

Reference Name and Title: _____

Contact E-Mail: _____

Contact Phone#: _____

Rate your experience with the above supplier using the following rating scale to answer the questions:

Ratings: **1-Poor** **2-Good** **3-Exceptional** **4-Not Applicable**

Rate the level of commitment of the Contractor when performing contracted services. ____

Rate the competency and accessibility of the personnel performing the services. ____

Rate the Contractor's success at keeping you informed of any problems and issues. ____

Rate the Contractor's knowledge of procedures required by regulatory agencies. ____

Rate the Contractor's success at working cooperatively with entity's personnel. ____

Rate the Contractor's ability to perform work promptly or within the time specified, without delay. ____

Rate the accuracy, completeness, and proper documentation of invoices. ____

Rate the completion, satisfaction, and the quality of work performed by the Contractor. ____

Rate the overall quality of performance of the Contractor. ____

Additional comments (optional):

Signature: _____ Date: _____

PUBLIC ENTITY CRIMES

Section 287.132-133(3)(a), Florida Statutes, effective July 1, 1989, require that no public entity shall enter into a contract, award of RFQ, or transact business in excess of \$35000.00 with any person or affiliate who has been convicted of a public entity crime. Prior to entering into a sworn statement with the Purchasing Department on form 7088.

A copy of the form is reproduced below. This completed form must be on file prior to the issuing of a Purchasing Order.

Sworn Statement Under Section 287.133(3)(a), Florida Statutes 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

_____ RFQ # 2027-01 ENGINEERING CONTINUING SERVICES (CCNA)
(Solicitation Number and Name)

2. This sworn statement is submitted by _____ whose business address is _____

_____ and (if applicable) it's Federal Employer Identification No. (FEIN) is _____ (If the entity has no FEIN, include the Social Security Number of the individual signing the sworn statement.

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

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including but not limited to, any RFQ or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that "convicted or conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding or fault or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

- A. A predecessor or successor of a person convicted of a public entity crime; or
- B. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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 and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

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 one of the two statements 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 the 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, have been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND **(Please indicate which of the three additional statement applies below.)**

- _____ There have been proceedings concerning the conviction before a hearing officer of the State of Florida, Division of Administration Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the Final Order)**
- _____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administration Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the Final Order)**
- _____ The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services)**

Signature of Firm's Authorized Official

Name and Title of Firm's Authorized Official

Date

ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2026, by _____, as _____ for _____.

Signature of Notary Public

[STAMP HERE] State of _____

Personally Known _____ OR Produced Identification _____ Type of
Identification Produced: _____

CLASSIFICATION OF CCNA DISCIPLINE FORM

Firm's Name: _____

RFQ Title: ENGINEERING CONTINUING SERVICES (CCNA)

RFQ No.: RFQ # 2027-01

1. What is your firm's primary type of engineering?

2. What are the other professional disciplines your team can provide?

List of Discipline(s)

3. Are there any additional disciplines you plan to offer in the future?

List of Discipline(s)

4. What disciplines will be provided by a subconsultant to your firm?

List of Discipline(s)	Name of Firm

5. List the name of any State of Florida cities or public entities you currently have a contract with to perform the like services listed in the scope of work.

City/Public Entity Name	Contract Expiration Date

Signature of Firm's Authorized Official

Name and Title of Firm's Authorized Official

Date

DRUG-FREE WORKPLACE CERTIFICATION

THE BELOW SIGNED Firm CERTIFIES that it has implemented a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for 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 contractual services that are under quote a copy of the statement specified in subsection 1.
4. In the statement specified in subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under quote, the employee will abide by the terms of the statement and will notify the employer of any conviction or plea of guilty or nolo contendere to any violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in, drug abuse assistance or rehabilitation program if such is available in the employee's community, by an 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 the Firm complies fully with the above requirements.

Signature of Firm's Authorized Official

Name and Title of Firm's Authorized Official

Date

E-VERIFY FORM UNDER SECTION 448.095, FLORIDA STATUTES

Project Name: ENGINEERING CONTINUING SERVICES (CCNA)

Project No.: RFQ # 2027-01

DEFINITIONS:

“Firm” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. “Firm” includes, but is not limited to, a vendor or consultant.

“Subfirm” means a person or entity that provides labor, supplies, or services to or for a firm or another subfirm in exchange for salary, wages, or other remuneration.

“E-Verify system” means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

Effective January 1, 2021, Firms shall register with and use the E-Verify system in order to verify the work authorization status of all newly hired employees. Firm shall register for and utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

- a) All persons employed by a Firm to perform employment duties within Florida during the term of the contract; and
- b) All persons (including sub vendors/subconsultants/subfirms) assigned by Firm to perform work pursuant to the contract with the Coral Springs Improvement District. The Firm acknowledges and agrees that registration and use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the Coral Springs Improvement District; and
- c) Should vendor become the successful Firm awarded for the above-named project, by entering into the contract, the Firm shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. The firm shall also require all subfirms to provide an affidavit attesting that the subfirm does not employ, contract with, or subcontract with, an unauthorized alien. The Firm shall maintain a copy of such affidavit for the duration of the contract

CONTRACT TERMINATION:

- a) If the District has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09 (1) Fla. Stat., the contract shall be terminated.
- b) If the District has a good faith belief that a subfirm knowingly violated s. 448.095 (2), but the Firm otherwise complied with s. 448.095 (2) Fla. Stat., shall promptly notify the Firm and order the Firm to immediately terminate the contract with the subfirm.
- c) A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
- d) Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination.
- e) If the contract is terminated for a violation of the statute by the Firm, the Firm may not be awarded a public contract for a period of 1 year after the date of termination.

Name of Firm

Signature of Firm's Authorized Official

Print Name of Firm's Authorized Official

Print Title of Firm's Authorized Official

Date

ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2026, by _____, as _____ for _____.

Signature of Notary Public

[STAMP HERE] State of _____

Personally Known _____ OR Produced Identification _____ Type of
Identification Produced: _____

SCRUTINIZED VENDOR CERTIFICATION

Certification Pursuant To Florida Statute § 287.135

I, _____, on behalf of _____, Print Name
and Title Firm Name

Certify that _____ does not: Firm Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Firm of the City's determination concerning the false certification. The Firm shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Firm does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the City from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and 2) Contracting with companies, for goods or services over \$1,000,000.00 that re on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473, or are engaged in business operations in Syria

As the person authorized to sign on behalf of the Firm, I hereby certify that the company identified above in the section entitled "Firm Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the City for goods or services may be terminated at the option of the City if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Name of Firm

Signature of Firm's Authorized Official

Print Name of Firm's Authorized Official

Print Title of Firm's Authorized Official

Date

CONFLICT OF INTEREST DISCLOSURE FORM

Project Name: ENGINEERING CONTINUING SERVICES (CCNA)

Project No.: RFQ# 2027-01

DEFINITIONS:

“Conflict of Interest” or **“Interest”** is defined as a situation in which a proposer has, or appears to have, a financial or family relationship with any employee, manager, or Board of Supervisors.

“Financial Relationship” includes involvement of the proposer and the District employee in a current partnership, joint venture, company, or corporation, and any other relationship that could make it appear that the proposer would obtain a monetary benefit if a favorable evaluation was given.

“Immediate Family” is defined as spouse, father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepmother, stepfather, stepson, stepdaughter, stepbrother, stepsister, half-brother or half-sister, or domestic partner.

1. We certify that we do not have a conflict of interest because of any financial relationship or other interest with any immediate family member of the District Board Member and/or Employee.
2. We certify that we will not solicit or accept gratuities, favors, or anything of monetary value from any District Board Member and/or Employee.
3. We certify to the best of our knowledge that we have not had discussions, conversations, offers, agreements, or arrangements for future employment with our company for any District Board Member and/or Employee.
4. We certify to the best of my knowledge that we have no financial relationship of any kind with any District Board Member and/or Employee, which might appear to create a conflict of interest.
5. We certify that our SBE firm(s) do not have any conflict of interest.

Name of Firm

Print Title of Firm's
Authorized Official

Signature of Firm's
Authorized Official

Date

Print Name of Firm's
Authorized Official

NON-COLLUSION OATH

Before me, the Undersigned, a Notary Public, for and in the County and State aforesaid, personally appeared: _____ and made oath that the Firm herein, its agents, servants, and/or employees, to the best of its knowledge and belief, have not in any way colluded with anyone for and on behalf of the Firm, or themselves, to obtain information that would give the Firm an unfair advantage over others, nor have they colluded with anyone for and on behalf of the Firm, or themselves, to gain any favoritism in the award of the contract.

Affiant Signature

ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2026, by _____, as _____ for _____.

Signature of Notary Public

[STAMP HERE] State of _____

Personally Known _____ OR Produced Identification _____ Type of
Identification Produced: _____

GOOD FAITH AFFIDAVIT

I hereby propose to provide the services requested in the District's RFQ and, if awarded, enter into a contract with the District. I agree that the terms and conditions of the District's RFQ shall take precedence over any conflicting terms and conditions submitted with my proposal and agree to abide by all conditions of the RFQ. I acknowledge that the District may not accept the proposal due to any exceptions.

I certify that all information contained in my proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this proposal on behalf of the company as its agent and that the company is ready, willing, and able to perform if awarded a contract.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion or collusion with any other person, company or corporation submitting a proposal for the same product or service; no gratuities, gifts or kick-backs were offered or given by the Firm or anyone on its behalf to gain favorable treatment concerning this procurement; no elected official, employee or agent of the District or of any other company is interested in said proposal; and that the undersigned executed this affidavit with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

Affiant Signature

ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 2026, by _____, as _____ for _____.

Signature of Notary Public

[STAMP HERE] State of _____

Personally Known _____ OR Produced Identification _____ Type of
Identification Produced: _____

INSURANCE REQUIREMENTS

CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the DISTRICT nor shall the CONTRACTOR allow any subcontractor to commence work on any subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved. It shall be the responsibility of the Contractor to comply with all Federal, State, and Local Water Management District Environmental Rules and/or Regulations

- (1) Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:
 - (a) Each Occurrence Limit - \$2,000,000
 - (b) Personal & Advertising Injury Limit - \$2,000,000
 - (c) General Aggregate Limit - \$2,000,000
 - (d) Products & Completed Operations Aggregate Limit - \$2,000,000
- (2) Workers' Compensation and Employers' Liability Insurance covering all employees, and/or volunteers of the FIRM engaged in the performance of the Scope of Work associated with this Agreement. In the event any work is sublet, the FIRM shall require the sub firms similarly to provide Workers' Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the FIRM. Coverage for the FIRM and its subfirms shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:
 - (a) Workers' Compensation: Coverage A – Statutory
 - (b) Employers Liability: Coverage B \$1,000,000 - Each Accident
 - (c) \$500,000 Disease – Policy Limit
 - (d) \$100,000 Disease – Each Employee
 - (e) If FIRM claims to be exempt from this requirement, FIRM shall provide DISTRICT proof of such exemption along with a written request for DISTRICT to exempt FIRM, written on FIRM letterhead.
- (3) Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:
 - (a) Any Auto (Symbol 1)
 - (b) Combined Single Limit (Each Accident) - \$1,000,000
 - (c) Hired Autos (Symbol 8)
 - (d) Combined Single Limit (Each Accident) - \$1,000,000
 - (e) Non-Owned Autos (Symbol 9)
 - (f) Combined Single Limit (Each Accident) - \$1,000,000
- (4) Professional Liability Insurance: Shall be maintained at all times with minimum limits of one million dollars (\$1,000,000.00)

- (5) Umbrella/Excess Liability coverage:
- (a) Each Occurrence Limit - \$2,000,000
 - (b) General Aggregate Limit - \$2,000,000

FIRM shall name the DISTRICT, as an additional insured on each of the General Liability policies required herein and shall hold the DISTRICT, its elected and appointed officers, agents, employees, and instrumentalities harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder.

Any insurance required of the FIRM pursuant to this Agreement must also be required of any of the Firm's sub-contractors in the same limits and with all requirements as provided herein, including naming the DISTRICT as an additional insured, in any work that is subcontracted unless the Firm's sub-contractors is covered by the protection afforded by the FIRM and provided proof of such coverage is provided to DISTRICT. The FIRM and any of the Firm's sub-contractors shall maintain such policies during the term of this Agreement.

The DISTRICT reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Agreement.

The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the FIRM has assumed in the indemnification/hold harmless section(s) of this Agreement.

Section 6 – Sample Contract

The enclosed sample contract is intended to represent the agreement between the District and the Firm for illustrative purposes ONLY. **PLEASE DO NOT SUBMIT WITH SUBMITTAL.** Proposers are encouraged to review all terms and conditions to ensure compliance and acceptance. The district does not intend to modify this agreement unless one or more parts conflict with preceding law.

CONTINUING SERVICES CONTRACT

This Continuing Services Contract is made this ____ day of _____, 2026 by and between **CORAL SPRINGS IMPROVEMENT DISTRICT** a public body, whose address is 10300 11th Manor, Coral Springs, Florida 33071 (hereinafter referred to as "CSID") and _____, a Florida corporation licensed to do business in Florida, whose address is _____ (hereinafter referred to as "**DESIGN-BUILD FIRM**").

WHEREAS, the DESIGN-BUILD FIRM and its sub-consultants have specialized skill and interest in providing Design-Build Services in connection with CSID's operation and maintenance of its water control system, and water, wastewater and sewer systems, and associated facilities; and

WHEREAS the DESIGN-BUILD FIRM has timely submitted a proposal to CSID in response to RFQ No. _____ for the provision of those services; and

WHEREAS the DESIGN-BUILD FIRM has been selected by CSID in accordance with § 287.055, Florida Statutes, the Florida. Consultant's Competitive Negotiation Acts ("CCNA").

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties hereto agree as follows:

SECTION ONE. Contract Documents. The DESIGN-BUILD FIRM, having been awarded a Continuing Contract for Design-Build Services pursuant to Request for Qualifications (RFQ) No. _____, agrees to provide all design and construction services authorized by CSID through written Work Authorizations issued under this Contract. The DESIGN-BUILD FIRM shall furnish all professional services, labor, supervision, materials, equipment, supplies, expertise, and other services necessary to complete the work authorized under each Work Authorization in accordance with the Contract Documents and all applicable laws, codes, regulations, professional standards and within the time limits specified in any Work Authorization. Professional design services shall be performed in accordance with the applicable professional engineering standard of care. Construction work shall be performed in a good and workmanlike manner. The Contract Documents consist of the following documents, as and when issued, which shall be incorporated herein by reference:

- A. This Agreement, including all exhibits and amendments;
- B. Required payment and performance bonds, and insurance documents;
- C. RFQ No. _____, including all addenda, and the DESIGN-BUILD FIRM's response thereto, to the extent incorporated into this Agreement;
- D. Technical specifications applicable to the authorized work;
- E. Drawings and plans provided or approved by CSID; and

F. Work Authorizations issued under this Agreement, including any written amendments or supplements thereto.

SECTION TWO. General Scope of Work. The DESIGN-BUILD FIRM agrees to provide design and construction services in connection with CSID's water control system, water, wastewater and sewer systems, associated facilities, and related functions, as authorized by CSID through written Work Authorizations issued under this Agreement and consistent with Chapter 298, Florida Statutes.

2.1. The DESIGN-BUILD FIRM shall provide design-build services on a project-by-project basis, as needed by CSID and as authorized in written Work Authorizations. Such services may include, but are not limited to, architectural, civil, structural, geotechnical, environmental, mechanical, electrical, industrial, safety, and construction engineering services; surveying, mapping, and GIS services; environmental, geotechnical, and hydraulic investigations, assessments, and reports; construction management; permitting; procurement of materials and equipment; and construction, rehabilitation, replacement, modification, installation, testing, and commissioning of facilities and infrastructure. The specific scope of services and work to be performed shall be established in each Work Authorization.

2.1.1 Pursuant to Work Authorizations issued under this Agreement, the DESIGN-BUILD FIRM shall supervise, direct, and coordinate the work competently and efficiently, devoting sufficient personnel, resources, and attention thereto and applying such skills and expertise as may be necessary to perform the work in accordance with the Contract Documents. The DESIGN-BUILD FIRM shall be responsible for the performance and coordination of all design and construction services, including services performed by its employees, design professionals, consultants, contractors, and subcontractors.

The DESIGN-BUILD FIRM shall be solely responsible for the means, methods, techniques, and procedures of construction, as well as site security, safety precautions, and safety programs associated with the work. The DESIGN-BUILD FIRM shall be responsible for ensuring that the completed construction complies with the Contract Documents, including approved plans, specifications, designs, and Work Authorizations. The DESIGN-BUILD FIRM shall maintain and protect the work, materials, equipment, and project site until final acceptance by CSID and shall bear the risk of loss or damage to the work prior to final acceptance, except as otherwise expressly provided in the Contract Documents.

2.1.2 The DESIGN-BUILD FIRM shall designate in writing a technically qualified design-build project manager acceptable to CSID to act as liaison between the DESIGN-BUILD FIRM and CSID for each Work Authorization. The project manager shall not be replaced without prior written notice to CSID. The designated project manager shall act as the DESIGN-BUILD FIRM's authorized representative and shall have full authority to act on behalf of the DESIGN-BUILD FIRM in connection with the performance of the work. All communications and instructions provided to the designated project manager shall be deemed provided to the DESIGN-BUILD FIRM. The DESIGN-BUILD FIRM shall communicate with CSID through its designated project manager, unless otherwise directed by CSID.

- 2.1.3 During construction activities, the DESIGN-BUILD FIRM shall provide a qualified superintendent or other authorized construction representative who shall be present at the project site whenever construction work is in progress. Such representative shall be responsible for supervising and coordinating construction activities and shall have authority to act on behalf of the DESIGN-BUILD FIRM with respect to the performance of the construction work. Failure to maintain the required on-site supervision may constitute grounds for CSID to suspend the affected work until appropriate supervision is provided.
- 2.1.4 All materials furnished and work performed shall comply with applicable federal, state, and local laws, codes, ordinances, rules, regulations, and requirements of regulatory authorities having jurisdiction over the project. The DESIGN-BUILD FIRM shall be responsible for identifying and complying with applicable requirements affecting access to the project site, permissible working hours, construction activities, and performance of the work. Except as otherwise expressly provided in the Contract Documents, CSID shall not be responsible for additional costs or delays resulting from actions or requirements of other governmental or private entities affecting the DESIGN-BUILD FIRM's performance of the work.
- 2.1.5 Except as otherwise expressly provided in a Work Authorization, the DESIGN-BUILD FIRM shall not be entitled to additional compensation for overtime work, including overtime required to complete the work within the time established in the applicable Work Authorization. Additional compensation for overtime shall be permitted only when expressly authorized in writing by CSID through an amendment or supplement to the applicable Work Authorization, which shall specify the work and additional compensation authorized.
- 2.1.6 The DESIGN-BUILD FIRM shall furnish payment and performance bonds for construction work authorized under this Agreement in the form and amount required by Section 255.05, Florida Statutes. Such bonds shall be provided before commencement of the construction work to which they apply.
- 2.1.7 Unless otherwise specified in the Contract Documents or applicable Work Authorization, the DESIGN-BUILD FIRM shall furnish and assume full responsibility for the timely provision of all materials, equipment, labor, transportation, construction machinery, tools, appliances, utilities, temporary facilities, and other items necessary for the performance, testing, start-up, and final completion of the authorized work.

In emergencies affecting the safety or protection of persons, the work, or property at or adjacent to the project site, the DESIGN-BUILD FIRM shall take appropriate action to prevent threatened damage, injury, or loss without awaiting special instructions or authorization from CSID. The DESIGN-BUILD FIRM shall promptly notify CSID in writing of any emergency action taken and any resulting changes or variances from the Contract Documents. Any adjustment to the scope of work, compensation, or completion time resulting from such emergency action shall be subject to CSID's written approval and documented through an amendment or supplement to the applicable Work Authorization.

- 2.2. The DESIGN-BUILD FIRM shall prepare or cause to be prepared all plans, drawings,

specifications, calculations, reports, and other design documents required for the work authorized under each Work Authorization. All professional design services shall be performed by appropriately licensed design professionals in accordance with applicable laws and professional standards. The DESIGN-BUILD FIRM shall be responsible for coordinating the design with construction requirements, obtaining required permits and approvals as specified in the applicable Work Authorization, and addressing design deficiencies identified during the performance of the work. CSID's review or approval of design documents shall not relieve the DESIGN-BUILD FIRM of its contractual responsibilities for the design or construction of the project.

- 2.3. The DESIGN-BUILD FIRM shall provide or cause to be provided all construction services necessary to complete the work authorized under each Work Authorization, including procurement of materials and equipment, construction, installation, inspection, testing, start-up, commissioning, correction of defective work, and preparation of record drawings and closeout documents, as applicable. The DESIGN-BUILD FIRM shall coordinate all construction activities with CSID and shall be responsible for completing the work in accordance with the Contract Documents and within the time established in the applicable Work Authorization.
- 2.4 The DESIGN-BUILD FIRM may provide additional services related to the operation, maintenance, repair, rehabilitation, or improvement of CSID facilities, as authorized by CSID through a written Work Authorization. Such services shall be performed in accordance with the terms and conditions of this Agreement and the applicable Work Authorization.
- 2.5 Standard of Care. Professional design services shall be performed by appropriately licensed professionals using the same degree of care, skill, and diligence that a reasonably careful design professional would use under similar circumstances. Construction work shall be performed by appropriately licensed contractors in a good and workmanlike manner.

SECTION THREE. Guarantee and Warranty. The DESIGN-BUILD FIRM warrants that all construction work performed and all materials and equipment furnished or installed under this Agreement shall be new (unless otherwise specified), free from defects in materials and workmanship, and in accordance with the Contract Documents. The DESIGN-BUILD FIRM further warrants that all equipment furnished or installed shall meet the performance requirements specified in the applicable Work Authorization and Contract Documents. The DESIGN-BUILD FIRM shall, at its sole cost and expense, promptly correct, repair, or replace any defective or nonconforming construction work, materials, or equipment discovered within one (1) year following final acceptance of the work authorized under the applicable Work Authorization, unless a longer warranty period is required by the Contract Documents. The DESIGN-BUILD FIRM shall also repair any damage to other work or property resulting from such defects or from the correction thereof. CSID shall provide written notice of observed defects within a reasonable time after discovery.

SECTION FOUR. Term. This Contract shall be renewed annually on the Contract effective date unless terminated by either party on or before the renewal date in accordance with this Contract. The date of execution shall be the date upon which this Contract, previously executed by the DESIGN-BUILD FIRM, is approved by the Board of

Supervisors and executed by CSID.

SECTION FIVE. Method of Authorization. Each service or project shall be authorized by CSID through a written Work Authorization issued under this Contract. Each Work Authorization shall identify the scope of work, method and amount of compensation, schedule for substantial and final completion, and any special provisions or conditions applicable to the service or project being authorized. The DESIGN-BUILD FIRM shall perform only such work as is authorized by CSID through a written Work Authorization.

5.1 Work Authorizations within the Executive Director's purchasing authority may be approved by the Executive Director. Work Authorizations exceeding the Executive Director's purchasing authority shall require approval by CSID's Board of Supervisors prior to execution. No Work Authorization, amendment, or supplement shall be effective unless approved in accordance with CSID's applicable purchasing policies and procedures.

5.2 Authorization of services or projects shall be at the sole discretion of CSID. Nothing in this Contract obligates CSID to issue any minimum number of Work Authorizations or guarantees the DESIGN-BUILD FIRM any minimum amount of work or compensation. CSID reserves the right to retain other design-build firms, engineering consultants, contractors, or other service providers at its sole discretion.

SECTION SIX. Compensation. The DESIGN-BUILD FIRM shall accept as full compensation for the satisfactory performance of the authorized work the compensation established in the applicable Work Authorization, and based on the hourly rates set forth in Attachment 1. Unless otherwise expressly provided in the Work Authorization, such compensation shall include all direct and indirect costs associated with the proper performance and completion of the work through final acceptance by CSID. Compensation shall be established using one or more of the following methods, as specified in the applicable Work Authorization:

6.1. Lump Sum Amount. CSID and the DESIGN-BUILD FIRM shall mutually agree upon a lump sum amount for the work authorized under the applicable Work Authorization. Payment shall be made in proportion to the work satisfactorily completed, in accordance with the payment schedule established in the Work Authorization.

6.2. Hourly Personnel Rates. For services or projects where the scope of work is not clearly defined, recurring services, or other work for which CSID determines that hourly compensation is appropriate, compensation shall be based on the hourly personnel rates set forth in Attachment 1. Such rates shall constitute the maximum hourly rates payable by CSID unless otherwise agreed in writing. Each Work Authorization utilizing hourly compensation shall establish a not-to-exceed amount, which shall not be exceeded without CSID's prior written authorization. The hourly personnel rates set forth in Attachment 1 shall remain in effect for the first year of this Contract. Thereafter, Hourly Rates shall be subject to an annual escalator of 3% or CPI, whichever is less, for the remainder of the contract duration, including subsequent contract extensions. The CPI for 2026 and beyond would be based upon the Consumer Price Index for Miami-Fort Lauderdale-West Palm Beach 12-month percent change, all items index, not seasonally adjusted in the month of April. The FIRM shall submit a written request for the aforementioned Hourly Rates annual adjustment for OWNER approval prior to adjustment.

6.3 Notwithstanding Sections 6.1 and 6.2, CSID reserves the right to authorize other methods of compensation, including unit pricing, time and materials, or a combination of compensation

methods, as determined appropriate by the Executive Director for a particular project. Any alternative compensation method shall be mutually agreed upon by CSID and the DESIGN-BUILD FIRM and expressly established in the applicable Work Authorization. Compensation shall not exceed the amount authorized in the Work Authorization without CSID's prior written approval.

SECTION SEVEN. Reimbursable expenses. Reimbursable expenses consist of actual expenditures made by DESIGN-BUILD FIRM, its employees, or its subcontractors or consultants incurred in furtherance of a project for the incidental items listed below:

7.1. Per diem expenses for living expenses, mileage and tolls. All expenditures shall be made in accordance with Chapter 112, Florida Statutes and with CSID's travel policy.

7.2 Expenses incurred in the reproduction, postage and handling of drawings, specifications, public records or documents except where otherwise provided under SECTION 9 of this Contract.

7.3 Other expenses for which reimbursement is authorized pursuant to Chapter 112, Florida Statutes.

SECTION EIGHT. Insurance. DESIGN-BUILD FIRM shall, at its own expense, maintain insurance during the performance its services under this Contract, with limits of liability not less than the following:

- 8.1 Workers Compensation Insurance: Applicable to all employees in compliance with Florida Statutes and all applicable Federal laws. In addition, DESIGN-BUILD FIRM's policy/policies must include Employer's Liability Coverage with limits of at least one hundred thousand dollars (\$100,000.00) per accident, five hundred thousand dollars (\$500,000.00) per each disease and one hundred thousand dollars (\$100,000.00) aggregate by disease. In the event that the DESIGN-BUILD FIRM leases employees under the alternate employee laws of the State of Florida, the DESIGN-BUILD FIRM shall maintain a policy meeting the aforementioned requirements even though not required by the Workers Compensation Laws of the State of Florida. Filed certificate of exemption forms will not satisfy this provision.
- 8.2. Comprehensive General Liability Insurance: Shall be maintained with minimum limits of two million dollars (\$2,000,000.00) or alternatively, the sum of Comprehensive General Liability Insurance limits and Excess Liability Insurance Limits shall equal or exceed two million dollars (\$2,000,000.00).
- 8.3. Automobile Liability Insurance: Shall be maintained with minimum limits of one million dollars (\$1,000,000.00) per occurrence.
- 8.4. Blanket Professional Liability Insurance: Shall be maintained at all times with minimum limits of one million dollars (\$1,000,000.00).
- 8.5 Umbrella/Excess Liability coverage: Shall be maintained in the following amounts: Each Occurrence Limit of \$2,000,000 and General Aggregate Limit of \$2,000,000.
- 8.6 Deductibles for all aforementioned insurance coverage shall not exceed five percent (5%).

- 8.7 The DESIGN-BUILD FIRM shall maintain the aforementioned insurance coverage at all times while this contract remains in force and effect, including any renewals or extensions. The required insurance coverage shall be issued by an insurance company authorized and licensed to do business in the State of Florida and who maintains a minimum rating of B+ or better, in accordance with the most recent edition of A.M. Best's Insurance Guide.
- 8.8. The DESIGN-BUILD FIRM shall provide CSID with certificates of insurance demonstrating compliance with the above terms, and CSID shall be named as an additional insured and shall be listed as such on all certificates of insurance except on the workers compensation and professional liability policies. Certificates of insurance furnished in compliance with this Contract shall specify that CSID shall be notified at least thirty (30) days in advance of cancellation, non-renewal, or adverse change. New certificates of insurance shall be provided to CSID at least fifteen (15) days prior to policy renewals.
- 8.9. The receipt of certificates of insurance or other documents of insurance or policies or copies of policies by CSID or by any of its representatives, which indicate less coverage than required under Sections 8.1 through 8.4 shall not be deemed a waiver of the DESIGN-BUILD FIRM'S obligation to maintain the minimum insurance coverage specified under this Contract. Failure to maintain the minimum required insurance and to furnish certificates of insurance in compliance with these terms will, within CSID's sole discretion, constitute a basis for termination of this Contract for cause under Section 8 below.
- 8.10 Notwithstanding the foregoing, CSID reserves the right in its sole discretion to require additional insurance coverage be maintained by DESIGN-BUILD FIRM.

SECTION NINE. Termination. This Contract may be terminated by either party for convenience on thirty (30) days written notice. Alternatively, this Contract may be terminated for cause if either party fails substantially to perform its obligations under the terms of this Contract or any Work Authorizations through no fault of the other, and fails to commence correction or cure of such non-performance within five (5) days written notice or fails to diligently and promptly complete the correction thereafter. In the event of termination, the DESIGN-BUILD FIRM shall be paid as compensation in full for services completed to the day of such termination, an amount prorated in accordance with services substantially completed under this Contract. Such amounts shall be paid by CSID only after inspection by CSID to determine the extent of performance under this Contract, whether complete or in progress.

SECTION TEN: Records and Documents. All records in any form whatsoever in the possession of the DESIGN-BUILD FIRM or the DESIGN-BUILD FIRM'S consultants or sub-contractors created, received or maintained in connection with the DESIGN-BUILD FIRM'S scope of work under this Contract shall be maintained as set forth in this contract. "Records" and "documents" as used in this Contract include but are not limited to all submittals, correspondence, emails, minutes, memoranda, tape recordings, videos, surveys, drawings, schematics, designs, photographs, reports, studies, measurements sampling data or any other documents, regardless of the medium or form in which they are kept, that are created, received kept and/or maintained by the DESIGN-BUILD FIRM or the its consultants or subcontractors in connection with the scope of work under this Contract. Such records include documents reflecting time expended by the DESIGN-BUILD FIRM and its personnel, consultants and subcontractors in performance of its duties under this Contract.

10.1. Ownership of Preliminary and Final Records and Documentation. All and documentation, whether preliminary or final, in any form whatsoever, whether created by DESIGN-BUILD FIRM or its consultants and subcontractors or otherwise received or kept by them in connection with the scope of work under this Contract shall become and remain the sole property of CSID. The Engineer shall maintain original documents thereof and shall provide reproducible copies of all records and documents to CSID in a digital format that can be read by CSID. CSID shall have the right to inspect all records or documents, including those in electronic format. In the event that CSID, in its sole discretion, elects to inspect its records or documents in possession of the DESIGN-BUILD FIRM and seeks additional copies of such records or documents, DESIGN-BUILD FIRM may not charge CSID for staff time (if any) to organize, review or retrieve said documents, but may, at engineer's discretion charge CSID for the actual cost of reproducing additional copies of such documents. All original records and documents in possession of the DESIGN-BUILD FIRM or its consultants and subcontractors shall be returned to CSID within 30 days of termination of this Contract.

Following termination of this Contract, DESIGN-BUILD FIRM may elect retain copies at its own expense.

- 10.2. Production or Inspection of Documents. Said records and documents identified in this section and in the possession of the DESIGN-BUILD FIRM or its consultants or subcontractors shall be made available, upon request by CSID, to any state federal or other governmental regulatory authorities and any such authorities may review.
- 10.3. Public Records Act, The DESIGN-BUILD FIRM acknowledges that records and documents created, received, held or maintained by the DESIGN-BUILD FIRM or its subcontractors or consultants are public records of CSID under Florida's Public Records Act, Chapter 119 Florida Statutes. DESIGN-BUILD FIRM shall maintain said records and documents as public records and shall, unless specifically exempted under the laws of the State of Florida, permit the inspection and copying of said records by members of the public submitting a public records request pursuant to Chapter 119 to CSID. The DESIGN-BUILD FIRM further agrees to abide by a retention schedule for all documents created, received, held or maintained by the DESIGN-BUILD FIRM or its consultants or subcontractors in compliance with the Public Records Act. The costs for making documents and records available for inspection and copying in response to a public records request shall be those costs permitted under the Public Records Act, and the DESIGN-BUILD FIRM agrees to promptly notify CSID with an estimate for the costs for making documents available for inspection or copying in response to receipt of a public record request.
- 10.4. Audit Information. The DESIGN-BUILD FIRM shall maintain auditable records concerning the performance under this Contract adequate to account for all receipts and expenditures, and to document compliance with the specifications of RFQ No. _____ incorporated herein by reference and this Contract. These records shall be kept in accordance with generally accepted accounting principles, and CSID reserves the right to determine the record-keeping method in the event of non-conformity. Unless otherwise specified in writing by CSID or required under the record retention schedule under the Public Records Act, these records shall be maintained for at least three (3) years after final payment has been

made and shall be readily available to CSID under Section 10.1 or to other persons under Section 10.2 and 10.3 of this Contract.

SECTION ELEVEN.

- 11.1. Indemnification for Professional Design Services. Pursuant to Section 725.08, Florida Statutes, the DESIGN-BUILD FIRM shall indemnify and hold harmless CSID and its officers and employees from liabilities, damages, losses, and costs, including reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the DESIGN-BUILD FIRM or any persons employed or utilized by the DESIGN-BUILD FIRM in the performance of professional design services under this Contract or any Work Authorization issued hereunder.
- 11.2. Indemnification for Construction Services. Pursuant to Section 725.06(2), Florida Statutes, the DESIGN-BUILD FIRM shall indemnify and hold harmless CSID and its officers and employees from liabilities, damages, losses, and costs, including reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the DESIGN-BUILD FIRM or any persons employed or utilized by the DESIGN-BUILD FIRM in the performance of construction services under this Contract or any Work Authorization issued hereunder.
- 11.3. Limitations. Nothing in this Section shall require the DESIGN-BUILD FIRM to defend CSID or indemnify CSID for liabilities, damages, losses, or costs beyond those permitted by Sections 725.06(2) and 725.08, Florida Statutes. Nothing in this Contract shall be construed as a waiver of CSID's sovereign immunity or any limitation of liability or defense available to CSID under Section 768.28, Florida Statutes, or other applicable law.
- 11.4. Patents and Royalties. The DESIGN-BUILD FIRM shall be responsible for obtaining all necessary licenses and paying all royalties and fees associated with patented or copyrighted designs, processes, materials, equipment, or other items furnished or used in performing work under this Contract. The DESIGN-BUILD FIRM shall indemnify and hold harmless CSID and its officers and employees from liabilities, damages, losses, and costs, including reasonable attorneys' fees, arising from claims of patent or copyright infringement to the extent caused by the DESIGN-BUILD FIRM's unauthorized use of such designs, processes, materials, equipment, or other items, except to the extent such infringement results from materials or specifications expressly required by CSID.
- 11.5. OSHA Compliance. The DESIGN-BUILD FIRM shall comply, and shall require its contractors and subcontractors to comply, with all applicable requirements of the Occupational Safety and Health Act of 1970, as amended, and applicable occupational safety and health regulations in performing work under this Contract. The DESIGN-BUILD FIRM shall be responsible for fines and penalties imposed upon it as a result of its failure, or the failure of persons employed or utilized by it, to comply with such requirements. Any indemnification obligation arising from such noncompliance shall be governed by Sections 11.1 through 11.3 of this Contract. A material failure to comply with applicable safety requirements shall constitute grounds for termination for cause in accordance with Section Nine of this Contract.

SECTION TWELVE. Assignment. This Contract may not be assigned except with the written consent of CSID, and if so assigned, shall bind and be binding upon the successors and assigns of the DESIGN-BUILD FIRM.

SECTION THIRTEEN. Disclosure. The DESIGN-BUILD FIRM warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the DESIGN-BUILD FIRM to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for the DESIGN-BUILD FIRM, any fee, commission, percentage, gift or other compensation contingent upon or resulting from the award or making of this Contract.

SECTION FOURTEEN. Administration of this Agreement. The Executive Director or designee shall administer this Contract for CSID.

SECTION FIFTEEN. Notices. All notices required under this Contract shall be made in writing and sent to:

For CSID, to:

Executive Director
Coral Springs Improvement District
10300 NW 11 Manor
Coral Springs, Florida 33071

For the DESIGN-BUILD FIRM, to:

SECTION SIXTEEN. Venue and Choice of Law. This Contract shall be interpreted and construed under the laws of the State of Florida. In the event that a dispute arises between CSID and the DESIGN-BUILD FIRM or its employees, consultants or subcontractors, under this Contract, venue shall be in Broward County, Florida. In the event that one party files suit to enforce the terms of this Contract or to remedy a material breach of this Contract, the prevailing party as evidenced by a final, un-appealed court order, shall be entitled to its reasonable attorney's fees and costs, including attorney's fees and costs for any appeals.

SECTION SEVENTEEN. Amendments. No Amendments or variations of the terms or conditions of this Contract shall be valid unless in writing, approved by the CSID Board of Supervisors and signed by both of the parties.

SECTION EIGHTEEN. Entire Agreement. This Contract, and the Contract Documents, constitute the entire agreement between the parties and supersedes any and all prior communications, discussions, negotiations, understandings and agreements.

SECTION NINETEEN. Interpretation. This Contract shall be interpreted as if both parties participated equally in its drafting. The terms of this Contract will not be interpreted in favor of one party or another based upon the responsibilities of drafting this Contract.

SECTION TWENTY. Third Party Beneficiaries. This Contract gives no rights or benefits to any third parties other than CSID and the DESIGN-BUILD FIRM and has no third party beneficiaries.

SECTION TWENTY-ONE. Severability. In the event that a court of competent jurisdiction

enters a ruling rendering a term or portion of this Contract invalid and unenforceable, the invalidity or unenforceability of any particular provision of this Contract shall not affect the other provisions hereof, and the Contract shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

SECTION TWENTY TWO. Independent Contractor Relationship. The DESIGN-BUILD FIRM is, and shall be, in course of performing all work services and activities under this Contract, an independent contractor, and is not an employee, agent or servant of CSID. Accordingly, all persons, firms, consultants or subcontractors engaged by the DESIGN-BUILD FIRM in any portion of the work or services performed under this Contract shall at all times, and in all places be subject to the DESIGN-BUILD FIRM'S sole discretion, supervision and control. The DESIGN-BUILD FIRM shall exercise control over the means and manner in which the DESIGN-BUILD FIRM and its employees, consultants or subcontractors perform all portions of the work, and in all respects the DESIGN-BUILD FIRM'S relationship and the relationship of its employees, consultants or subcontractors with CSID shall be that of an independent contractor and not as an employee, agent or servant of CSID.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials this agreement which shall be deemed an original on the date last signed as written below.

CORAL SPRINGS IMPROVEMENT DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

FIRM

Firm Name: _____

By: _____

Name: _____

Title: _____

Date: _____

Attachment 1: Rate Sheet

Schedule A:

Request for Qualifications (RFQ #2027-01)

Section 7 - Sample Work Authorization

WORK AUTHORIZATION

CSID WA No. XXX

Project Number XXXXXX

Pursuant to the provisions contained in the "Continuing Contract for Design-Build Services" between the CORAL SPRINGS IMPROVEMENT DISTRICT, hereinafter referred to as "OWNER", and _____, hereinafter referred to as "FIRM", dated _____ (hereinafter referred to as "AGREEMENT"), this Work Authorization authorizes the FIRM to provide services under the terms and conditions set forth herein and in the AGREEMENT, which is incorporated herein by reference as though set forth in full.

The OWNER desires design-build services related _____, hereinafter referred to as the "Specific Project."

Section 1 – Terms

This Work Authorization is issued pursuant to and governed by the terms and conditions of the Continuing Contract for Design-Build Services ("Agreement") between CSID and the FIRM. All capitalized terms used herein shall have the meanings assigned to them in the Agreement. In the event of a conflict between this Work Authorization and the Agreement, the Agreement shall control unless otherwise expressly agreed in writing by the parties through an amendment to the Agreement.

Section 2 – Scope of Work

The FIRM shall provide all professional design services, labor, materials, equipment, supervision, construction services, and other services necessary to complete the Project in accordance with the Agreement and the scope of work described below.

Task 1 – Project Management and Design Services

The FIRM shall provide project management, engineering, design, permitting, and related professional services necessary to complete the Project, including the following:

[Insert project-specific design services, plans, specifications, permitting requirements, and

other professional services.]

Task 2 – Construction Services

The FIRM shall furnish all labor, materials, equipment, supervision, and construction services necessary to complete the Project in accordance with the approved plans, specifications, and Contract Documents.

Task 3 – Project Closeout

The DESIGN-BUILD FIRM shall complete all required testing, inspections, corrective work, and other activities necessary for final completion and acceptance of the Project, including delivery of applicable record drawings, warranties, operation and maintenance manuals, and other closeout documents required by the Agreement or this Work Authorization

Assumptions and Exclusions

The scope of work and compensation are based upon the following assumptions and exclusions:

No assumption or exclusion shall modify the requirements of the Agreement or authorize additional compensation or an extension of time unless expressly approved by CSID through a written amendment to this Work Authorization as approved by CSID.

Section 3 – Location

[Insert project location and description.]

Section 4 – Deliverables

The FIRM will provide the following Deliverables to OWNER:

[Insert project-specific deliverables and applicable submission deadlines.]

Section 5 – Time of Performance

1. Project will commence after execution of this Work Authorization and a Notice to Proceed is issued by OWNER. The FIRM and OWNER agree to the following schedule:

Task	Time Elapsed to Completion

Substantial Completion date: _____

Final Completion date: _____

2. **Substantial Completion.** Substantial Completion shall mean the stage in the progress of the Work when the construction is sufficiently complete in accordance with the Contract Documents so that CSID can occupy or utilize the Work for its intended purpose. The FIRM shall notify CSID in writing when it believes the Work has achieved Substantial Completion. CSID shall inspect the Work and determine whether Substantial Completion has been achieved. If CSID determines that the Work is substantially complete, CSID shall issue a written Certificate of Substantial Completion establishing the date of Substantial Completion and identifying any remaining items of incomplete or corrective Work. The issuance of a Certificate of Substantial Completion shall not constitute final acceptance of the Work or relieve the FIRM of its obligations under this Contract.

3. **Incomplete or Corrective Work.** Following Substantial Completion, CSID and the FIRM shall develop a list of incomplete or corrective Work items, commonly referred to as a punch list, in accordance with Section 218.735(7), Florida Statutes, to the extent applicable. The FIRM shall complete all such items within the time established for Final Completion in the applicable Work Authorization. CSID may withhold payment for incomplete or corrective Work as permitted by applicable law.

4. **Final Completion.** Final Completion shall mean that all Work required under the applicable Work Authorization has been fully performed in accordance with the Contract Documents, including completion of all punch list items, required testing and inspections, correction of defective Work, and delivery of all required record drawings, warranties,

operation and maintenance manuals, and other closeout documents. Upon completion of these requirements, the FIRM shall notify CSID in writing and request final inspection. CSID shall inspect the Work and, upon determining that all requirements for Final Completion have been satisfied, issue written notice of Final Completion and final acceptance of the Work.

Section 6 – Method and Amount of Compensation

The FIRM shall be paid by the OWNER in accordance with the Florida's Prompt Payment Act Florida Statute 218.70-79 and in accordance with the payment method as set forth in Section 6 of the AGREEMENT.

1. Compensation for the work authorized under this Work Authorization shall be established in accordance with the Agreement using one of the following methods:

a. Lump Sum: \$_____ (attached as Exhibit A)

If lump-sum compensation is authorized, payment shall be based upon the percentage of work satisfactorily completed in accordance with the approved schedule of values or payment milestones. The lump-sum amount shall not be increased except through a written amendment approved by CSID.

b. Hourly Rates, Not-to-Exceed Amount: \$_____

If hourly compensation is authorized, payment shall be based upon actual hours worked at the applicable rates established in Attachment 1 to the Agreement, subject to the not-to-exceed amount specified herein. The FIRM shall submit supporting documentation identifying personnel, hours worked, services performed, and applicable rates. No compensation exceeding the authorized not-to-exceed amount shall be payable without CSID's prior written approval.

2. An allowance of **\$XXX,XX** is included in the total fee. The allowance will not be accessed without approval by OWNER. Unused allowance will be returned at the completion of the project.

Section 7 – Application for Progress Payment

1. Unless otherwise provided herein, at the end of each month, the FIRM shall submit to the OWNER for review, an Application for Progress Payment filled out and signed by the FIRM covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the AGREEMENT.

2. The Application for Progress Payment shall identify the amount of the FIRM Total Earnings to Date based upon value of original contract Work performed to date.

3. For progress payments for lump-sum construction work, Payment shall be based upon percentage of work completed based upon the approved schedule of values less previous payments, applicable retainage, and authorized deductions.

4. Retainage in the amount of 5% will be withheld on the calculated value of any work, with the exception of stored materials which may be paid at the supplier's invoiced cost. At FIRM's request, after 50% completion of the work has been achieved, the OWNER will implement a reduction in retainage to 2.5% of all future pay requests. If retainage is reduced, FIRM may not withhold more than 2.5% retainage from subcontractors or suppliers and will be required to certify compliance with F.S. 218.70 *et seq* on each subsequent pay application. Notwithstanding the foregoing, in no instance can the amount retained be less than the value of OWNER's good faith claims plus the value of the work the OWNER determines remains to be put in place or required to be performed as remedial activities. For the purposes of this section, 50% completion shall be that point in time when OWNER determines that half of the Work required by the Contract has been completed. In no event shall the Work be determined to be 50% completed before the OWNER has paid 50% of the Contract amount and 50% of the Contract time has expired. The amount of previous Pay Estimate payments shall then be subtracted to equal the Balance Due during the Pay Estimate period.

5. When the OWNER reduces the retainage to two and one-half percent (2.5%), FIRM must obtain the written consent of the Surety Companies furnishing the required Public Construction Bond on consent forms provided by the OWNER. The OWNER may reinstate the retainage up to five percent (5%) if the OWNER determines, at its discretion, that the FIRM is not making satisfactory progress toward final completion of the Work or where there is other specific cause for such withholding.

6. Partial payment may be made for the delivered cost of stored materials planned for incorporation into the Work, provided such materials meet the requirements of this Contract, the Contract Drawings, and the Specifications, and are delivered and suitably stored at the project site, or at another location acceptable to the OWNER. Such material must be stored in a secure manor acceptable to the OWNER, and in accordance with the manufacturer's recommendations.

7. The delivered cost of such stored or stockpiled materials may be included in any subsequent application for payment provided the FIRM meets the following conditions:

a. An applicable purchase order or supplier's invoice is provided listing the materials in detail, the cost of each item, and identifies this specific contract by name.

- b. The materials are fully insured against loss or damage (from whatever source) or disappearance prior to incorporation into the Work.
 - c. Stored materials approved for payment by the OWNER shall not be removed from the designated storage area except for incorporation into the Work.
 - d. Evidence that the FIRM has verified quantity and quality of the materials delivered (verified packing list).
8. It is further agreed between the parties that the transfer of title and the OWNER's payment for any stored or stockpiled materials pursuant to these General Conditions, and any applicable provisions of the Supplementary General Conditions, shall in no way relieve the FIRM of the responsibility of ensuring the correctness of those materials and for furnishing and placing such materials in accordance with the requirements of this Contract, the Contract Drawings, the Technical Specifications, and any approved changes thereto.
9. The following monthly Application for Progress Payment shall be accompanied by Bills of Sale, copies of paid invoices, releases of lien, or other documentation warranting that the FIRM has received the stored materials and equipment free and clear of all liens, charges, security interests, and encumbrances (which are hereinafter in these General Conditions referred to as "Liens") and evidence that the stored materials and equipment are covered by appropriate property insurance and other arrangements to protect the OWNER's interest therein, all of which shall be satisfactory to the OWNER.
10. The FIRM shall warrant and guarantee that title to all Work, materials, and equipment covered by an Application for Progress Payment, whether incorporated in the Work or not, will pass to the OWNER no later than the time of Final Payment free and clear of all liens or other encumbrances.
11. In the event any dispute with respect to any payment or pay request cannot be resolved between the FIRM and OWNER's project staff, FIRM may, in accordance with the alternative dispute resolution requirements of Florida Statute section 218.72, *et seq*, request in writing a meeting with and review by the Executive Director or his or her designee. In the absence of the agency director, a deputy director may conduct the meeting and review. Such meeting and review shall occur within ten (10) business days of receipt by the Executive Director of FIRM's written demand. The Executive Director, or his or her designee, shall issue a written decision on the dispute within ten (10) business days of such meeting. This decision shall be deemed the OWNER's final decision for the purposes of the Local Government Prompt Payment Act.

12. The OWNER may refuse to make payment of the full amount because claims have been made against the OWNER on account of the FIRM's performance of the Work, or because Liens have been filed in connection with the Work, or there are other items entitling the OWNER to a credit against the amount recommended, but the OWNER must give the FIRM written notice within twenty (20) business days after the date on which the invoice is stamped as received which specifies the invoice deficiency and any action necessary to make the invoice complete and proper.

Section 8 – Responsibilities

The FIRM shall provide all of the labor. Materials, equipment, supervision, and other resources necessary to perform the job or services contracted for at the expense of the FIRM. Property of any kind that may be on the premises, which are located on the site of the performance of this contract, during the performance of this Work Authorization, shall be at the sole risk of the FIRM. The FIRM acknowledges and understands that it is an independent contractor in its relationship with the OWNER. The FIRM hereby designates _____ as the FIRM's representative.

Section 9 – Insurance

The FIRM shall provide certificate of insurance to the OWNER, setting forth the type and amount of insurance carried by the FIRM and conforming to the minimum requirements set forth in the AGREEMENT.

Section 10 – Termination

This Work Authorization may be terminated in accordance with Section Nine of the Agreement. Termination of this Work Authorization shall not, by itself, terminate the Agreement or any other Work Authorization.

Section 11 – Indemnification

The Firm shall indemnify and hold harmless the Owner and its officers and employees as set forth in Section 11 of the Agreement.

Section 12 – Authorization and Approval

This Work Authorization shall become effective upon approval and execution by the parties in accordance with the Agreement and CSID's applicable purchasing policies and

procedures. Approval of the CSID Board of Supervisors is required for Work Authorizations that exceed \$35,000.

CORAL SPRINGS IMPROVEMENT DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

FIRM

Firm Name: _____

By: _____

Name: _____

Title: _____

Date: _____