

REQUEST FOR PROPOSALS (RFP)

RFP 02-14-01

REDEVELOPMENT OF EXISTING POLICE STATION PROPERTY



DUE DATE: APRIL 15, 2014, 10:00 A.M.

Request for Proposals

Notice is hereby given that sealed proposals will be received by Amy Cole, Assistant Finance Director, 321 Walnut Street, Green Cove Springs, FL 32043 until April 15, 2014, 10:00 a.m., local time, for the following: **RFP No. 02-14-01, Redevelopment of Existing Police Station Property.**

The City of Green Cove Springs is accepting written proposals from all qualified and interested businesses, firms and/or individuals, to provide a business plan for the reuse of the existing Police Station site to a compatible use with Spring Park. The successful Respondent will provide a business plan that promotes the implementation of “Tomorrows Vision”, supporting the exploration of options for interactive water experiences/activities at Spring Park, located along the St. Johns River, 205 Springs Street, Green Cove Springs, FL 32043.

Proposals shall be labeled “RFP No. 02-14-01, Redevelopment of Existing Police Station Property”. All Respondents wishing their proposal to be considered are responsible for making certain their response is received at the proper place and time. No oral, telegraphic, electronic, facsimile, or telephonic responses or modifications will be considered. Responses received after the scheduled submittal deadline will be immediately returned unopened.

Submittal Deadline is April 15, 2014, 10:00 a.m., local time. At this time responses will be publicly opened in the City Hall Council Chambers, 321 Walnut Street, Green Cove Springs, FL 32043. Only Respondent’s names will be read aloud.

Additional information concerning the proposal requested and the ranking criteria to be used to evaluate the proposals may be obtained by contacting Amy Cole, Assistant Finance Director, at (904) 297-7500, ext. 3302, 7:00a.m. – 5:30p.m., Monday – Thursday at the Green Cove Springs City Hall. A copy of this Request for Proposals is located at www.greencovesprings.com.

EQUAL OPPORTUNITY EMPLOYMENT
FAIR HOUSING, HANDICAP ACCESS JURISDICTION

Danielle J. Judd, City Manager
Amy Cole, Assistant Finance Director

1.0 INTRODUCTION

The City of Green Cove Springs is seeking proposals to convert the existing Police Station located at 205 Spring Street, in Spring Park on the St. Johns River, to a use compatible with its location. The existing Police functions will be relocated in April, 2014 to a new Public Safety Complex that is currently under construction. The reuse of the existing Police Station site to a compatible use with Spring Park, promotes the implementation of “Tomorrow’s Vision” adopted by the City Council to “Explore options for interactive water experiences/activities at Spring Park”. It is envisioned that the redevelopment of the existing Police Station will promote economic development in the City. Proposers are strongly encourages to review the City’s Economic Development goals found on the City’s website. The current land use and zoning on 1.2 acre site is institutional. The parcel number for the site is 38-06-26-017219-000-00

The services under the contract will commence after proposal evaluation, City Manager recommendation and City Council approval.

2.0 PROJECT SCOPE

Any demolition or construction performed under the Agreement shall comply with all applicable federal, state, county, and local laws and codes including the 2012 Florida Accessibility Building Code, 2010 Florida Building Code, and the 2010 Florida Fire Prevention Code. The Concessionaire is responsible for applying, obtaining, and paying all costs of any and all required permits which may be required for demolition of the existing structure, for any renovations to the existing structure, or construction of new structures required by the concessionaire. Successful respondent will engage dialogue with the City to determine highest and best use for the location. This may include, but not necessarily be limited to an adaptive use of the historic structure, renovation, or demolition and construction of a new structure on the same footprint. Due to the City Charter requirements, the City must retain title to the property, with development to occur by way of a long term land lease.

Any construction project proposed under this Call for Business Plan, or subsequent Agreement, shall be reviewed and pre-approved, in writing, by the City of Green Cove Springs prior to any construction bid solicitation and construction commencement.

The City of Green Cove Springs requests the Respondent provide a variety of proposed goods and services at the site. The potential uses should be are compatible with historic nature Spring Park, promotes the beauty of the St. Johns River, an American Heritage designated river, while increasing visibility of the site and expanding opportunities and uses at Spring Park. Joint Ventures are permitted to respond to this proposal.

A non-mandatory site visit will be held on March 4, 2014 between the hours of 10:00 a.m. – 4:00 p.m., by appointment only. Call Amy Cole at (904) 297-7500 ext. 3302 to schedule a time.

Essential Operational Requirements for Successful Respondent:

- a. Provide staff and oversight to operate the proposed use and submit the number of days for the operation and the hours of operation. Potential uses for the site/building can include, but not necessarily be limited to:
- b. Water-based shuttle service
- c. Recreational Equipment Rental Operation
- d. Merchandise Resale Operation
- e. Food Service Operation, including Restaurants
- f. Vending Machine Service
- g. Outdoor equipment outfitter
- h. Guided stand up paddle board/canoe/kayak tours
- i. Any other use conducive to Spring Park, in the “Tomorrow Vision” Plan

3.0 PROPOSAL REQUIREMENTS

Businesses, firms and/or individuals, submitting a response to this request will be referred to herein as Respondent. The City of Green Cove Springs will be referred to herein as City, Owner and/or City of Green Cove Springs.

- 3.1 This procurement shall be conducted in accordance with the City of Green Cove Springs’ Purchasing Policies and Florida Statutes.
- 3.2 Submit one (1) marked “ORIGINAL”, three (3) copies (4 total, hardcopy), and one (1) electronic version (compact disc, CD) of the Request for Proposal to:

City of Green Cove Springs
Attn: Amy Cole, Assistant Finance Director
321 Walnut Street
Green Cove Springs, FL 32043

LABELED: RFP NO. 02-14-01, Redevelopment of Existing Police Station Property

The proposal shall be prepared by each Respondent utilizing 8.5’ X 11” paper for the hard copy version. The electronic version shall be submitted in a Portable Document

Format (PDF) file, which is a file that can be created and read by an Adobe Software System.

All expenses for preparing a response for the City of Green Cove Springs shall be borne by the Respondent. All responses shall be received on or before April 15, 2014, 10:00 a.m., local time. Any response received after this date and time will not be considered and will be immediately returned unopened.

The Respondent has the sole responsibility to have the response received by the City of Green Cove Springs at the above address and by the above stated date and time. Please note that the City is not responsible or liable for the U.S. Postal Service or any other type of private postal or parcel carrier.

- 3.3 Questions related to this RFP may be directed to Amy Cole, Assistant Finance Director, at (904) 297-7500 ext. 3302.
- 3.4 All responses should be complete and must convey all of the information requested by the Owner. All responses shall provide a straight forward, concise description of Respondent's ability to satisfy the requirements of the RFP. Respondents should demonstrate and provide evidence of their qualifications, capabilities, professional expertise and experience to provide redevelopment plans for the existing police station property described in this RFP.
- 3.5 The Respondent's response shall address "A-M" criteria in the same order as they are listed in **Section 5.0, Evaluation Criteria** and shall reference the same section letter to the left within the response.
- 3.6 Response should include a Cover Letter. The purpose of the cover letter is to include brief information about your company, including contact information and a description about the operations and services you purpose to provide. Please include the following information in the cover letter:
 - a. The name of the company submitting the proposal.
 - b. The company representative's contact information: work, mobile and facsimile number, and e-mail and mailing address.
 - c. FEID, if applicable.
- 3.7 Response should include a Business Plan Summary Sheet. The purpose of the business plan summary sheet is to provide the City with an overview of your proposal. Include a complete, signed and dated "Business Plan Summary Sheet", which is included as **Attachment I** of this Request for Proposals (RFP).
- 3.8 Response should include a Resume of Related Business Experience. Provide related and accurate business experience, including a chronological list with dates of the

Respondent's business experience. Provide a description of goods and services provided for each listed business experience.

- 3.9 Response should include a Business Plan. The business plan should address each of the following subjects in the order listed here:
- a. Explanation of how the above-listed facilities and space will be used. Include costs for any proposed renovations, demolition, or construction required for the existing structure.
 - b. Maintenance schedule, including costs.
 - c. Staffing information, including position descriptions, work schedules, seasonal schedules, and personnel management practices.
 - d. Scope of operations, including all goods and services you propose to provide.
 - e. Operation schedules, including seasons, dates and times.
 - f. Fee schedule and menu, with item costs, to be offered at the concession operations, if applicable.
 - g. Marketing Plan.
 - h. Interpretive plan.
 - i. Safety Plan.
 - j. ADA/Accessibility Plan.
 - k. Equipment you will provide for operations.
 - l. Start-up inventory.
 - m. Plan, including a timeline and schedule, for setting up your operations.
 - n. Plan for increasing visitation and revenue.
- 3.10 Response should include a policy outlining Internal Controls. Provide a policy with procedures concerning internal controls over money, personal, payment card data and financial records.
- 3.11 Response should include Financial Information. The Respondent shall provide financial statements according to the below guidelines for the Respondent and all intended subcontractors, sufficient to demonstrate the capability to perform the operations described in the Respondent's proposal submitted.

- a. If Respondent is an individual: Submit, at a minimum, a current detailed statement of net worth along with a detailed personal balance sheet and income statement for the last three years. At a minimum, these statements shall be accompanied by a letter of certification attesting to their accuracy.
- b. If Respondent is a corporation or partnership: Submit, at a minimum, a balance sheet and related statements of income, retained earnings and changes in financial positions for the last three years. Statements may also include summary of significant accounting policies, notes to financial statements, and auditor's reports.
- c. If Respondent is a new venture or joint venture: Submit statements as indicated above, as appropriate, for the principal parties of the proposed venture. Prior individual or corporate/partnership statements are necessary to provide evidence of the Principal parties' financial history. If the Respondent is, or will be, a new entity, such as a limited liability company, and consequently has no financial history or statements, the City reserves the right to require additional financial assurances that the Respondent can perform the contract requirements. Such financial assurances will be in addition to the required security, and may include proof of adequate capitalization of the LLC, new entity, or individual; verification of grants; or other assurances deemed sufficient by the City.

3.12 Response should include Business References as indicated below.

- a. The Respondent shall provide three separate and verifiable business references that are able to verify the Respondent's business performance for a previous or current business.
- b. References that are subcontractors for Respondent may not be used. Personal references will not be considered.
- c. Please notify the business references that you have submitted their name and contact information in your proposal and that they will be contacted by the City for verification.
- d. Verification will be handled through a telephone interview conducted by the City. The City representative will use **Attachment II**, "Performance Evaluation Questionnaire" form for the telephone interview.
- e. After the telephone interview is conducted, the City representative will fax or email the telephone interview document to the business reference. The business reference will be required to sign the questionnaire used for the telephone interview, and will be asked to fax or email the signed questionnaire back to the City.

3.13 Response should include a Term of Agreement. Provide the proposed agreement start and end dates.

- 3.14 Response should include a Capital Improvement Scope. Provide a capital improvement project scope including: proposed layouts, costs and timeline.
- 3.15 Responses should include a Commission Rate. Provide the monthly commission percentage rate propose you propose to pay the City. The proposed percentage rate shall be supported by your projected monthly gross sales, which shall be detailed in a five year pro forma.
- 3.16 Responses should include a five year Pro Forma. Provide a detailed five year pro forma, including detailed projections for revenues and expenses.
- 3.17 Response should include any related Industry Licenses, Certifications and/or Memberships. List and provide proof of any related industry licenses, certifications and/or memberships you possess, if applicable.

4.0 SELECTION PROCESS

All responses will be evaluated by the Selection Committee. It is important that responses be complete, concise, and clear as to the intent of the Respondent.

- 4.1 Review of Proposals. The City of Green Cove Springs' Selection Committee shall review all responses received to determine those respondents who are fully qualified, responsible and suitable to provide redevelopment to the existing police station property.
 - 4.1.1 It is noted that the focus of the City during the evaluation process will be upon Respondent's which reuse the existing facility, proposal offers benefits to the City and promotes economic development by creating jobs and expands business opportunities within the City.
 - 4.1.2 The Selection Committee will be comprised of: Janis Fleet, Development Services Director, Mike Null, Public Works Director and Lee Bentley, City Clerk.
- 4.2 Selection. The City of Green Cove Springs' selection committee will make recommendation to the City Council for review and approval. The City may require formal presentations by the Respondent to the selection committee and/or the City Council.
- 4.3 All negotiations and contract terms must be approved by City Council.

5.0 EVALUATION CRITERIA

From the Respondent's response to this Request for Proposals, the Selection Committee will evaluate the Respondent's abilities in accordance with the criteria listed below:

EVALUATION CRITERIA						
Criteria	Evaluator's Score		Weight Factor		Actual Points	Maximum Possible Points
a. Cover Letter						N/A
b. Business Plan						N/A
c. Resume Related Business Experience		X	5			20
d. Business Plan		X	4			16
1). Use of facilities, space, equipment		X	4			16
2). Maintenance and Repair Schedule		X	4			16
3). Staffing Information		X	4			16
4). Scope of operations		X	4			16
5). Operation Schedule		X	4			16
6). Fee and menu		X	4			16
7). Marketing Plan		X	4			16
8). Interpretative Plan		X	4			16
9). Safety Plan		X	4			16
10). ADA/Accessibility Plan		X	4			16
11). Equipment provided by Concessionaire for operations		X	4			16

12). Startup inventory		X	4			16
13). Plan, timeline, and schedule for setting up operations		X	4			16
14). Plan for increasing visit ion and revenue		X	4			16
e. Economic Impact						
1). Investment in the City		X	5			20
2). Wage Level		X	5			20
3). Promote Capital Investment		X	5			20
4). Create employment opportunities		X	5			20
5). Promotes and maintains the historic character of the structure, the City and Spring Park		X	5			20
f. Internal Controls						
g. Financial Statement						
h. Business References		X	2			8
i. Term		X	2			8
j. Capital Improvements		X	2			8
1). Capital Improvement scope of work		X	2			8
2). Capital Improvement cost		X	2			8

3). Capital Improvement schedule		X	2			
4). Capital Improvement Plans		X	2			
k. Commission Rate		X	25			100
l. Pro Forma		X	10			40
m. Industry Related Licenses, etc.		X	2			8
TOTAL SCORE						580

Evaluation point awarded for these criteria will be based on the following point structure		
Score		Definition
0	=	This Proposal criterion was not addressed
1	=	Unsatisfactory. The Respondent addressed the criteria and failed to meet minimal expectation.
2	=	Below Average. The Respondent addressed the criteria and failed to meet minimal expectation by showing an inconsistent response to the Proposal criteria. Respondent shows the potential for meeting the minimal criteria.
3	=	Average. The Respondent addressed the criteria and has met the minimal expectation.
4	=	Above Average. The Respondent addressed the criteria and exceeded the minimal expectation.

6.0 SPECIAL TERMS AND CONDITIONS

6.1 TERM “OWNER”

The term “Owner” where used in these documents, refers to the City of Green Cove Springs (City).

6.2 DATE AND RECEIPT OF RFP

Formally advertised Request for Proposals indicate a date and time for receipt of the responses. Responses are date stamped upon receipt, those received after the scheduled closing time will be immediately returned unopened to the Respondent, at the Respondent’s expense.

6.3 WITHDRAWAL OF RFP

The Respondent may request withdrawal of their sealed proposal prior to the scheduled receipt date and time via written request to the City of Green Cove Springs, Attn: Amy Cole, Assistant Finance Director. After being opened, the RFP response will be valid for 30 calendar days and may not be withdrawn during that time.

6.4 CITYS RIGHTS

The City reserves the right to accept or reject any or all responses, to waive irregularities and technicalities, and to request resubmission or additional information. The City reserves the right to select the most responsible and responsive proposing Respondent. The City shall be the sole judge of the responses and the City of Green Cove Springs’ decision shall be final.

6.5 ADDENDA AND INTERPRETATIONS

If it becomes necessary to revise any part of this request for proposals, a written addendum will be provided to all known prospective Respondents. Interpretations, corrections, and changes shall not be binding unless made by Addendum. The Respondent(s) shall not rely upon interpretations, corrections, or changes made in any other manner, whether by telephone, or in person. All Addenda issued shall become part of the contract documents. It is the Respondent’s responsibility to ascertain that it has received all Addenda issued for this project. All addenda must be acknowledged. All addenda will be located on the City’s website, www.greencovesprings.com.

6.6 PROPOSAL AND CLARIFICATIONS

The City of Green Cove Springs reserves the right to request clarification of information submitted and to request additional information of one or more Respondent(s). Each Respondent shall examine the Request for Proposal documents and shall judge all matters relating to the adequacy of such documents. Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the Request for Proposals shall be made in writing to the City of Green Cove Springs Amy Cole, Assistant Finance Director. The City of Green Cove Springs shall not be responsible for oral interpretations given by any employee, representative, or others. The

issuance of a written addendum signed by an authority of the City of Green Cove Springs is the only official method whereby interpretation, clarification, or additional information can be given.

6.7 INSURANCE & BOND REQUIREMENTS

The successful Respondent will be required to submit proof of proper insurance and bonds.

6.8 NON-RESPONSIVE PROPOSAL

A non-responsive proposal shall include, but not be limited to those that:

a. are irregular or are not in conformance with requirements and instructions contained herein;

b. fail to utilize or complete prescribed forms;

c. have improper or undated signatures.

6.9 DRUG FREE COMPLIANCE

Provide evidence of the Respondent's Drug Free Compliance Program/s. Complete the Drug Free Workplace Compliance Form, as applicable. (**Attachment III**)

6.10 SWORN STATEMENT OF PUBLIC ENTITY CRIMES

Respondent must complete the Sworn Statement Pursuant to Section 287.133 (3)(a) Florida Statutes, on Public Entity Crimes. Respondent shall not be on the State of Florida convicted vendor list following a conviction for a public entity crime or on the discriminatory vendor list, for the past five (5) consecutive years. (**Attachment IV**)

ATTACHMENT I – BUSINESS PLAN SUMMARY SHEET

Date

Respondent's Name

Company's name

Principal Address

City, State, Zip

Re: Summary of the Proposal for Existing Police Station Conversion

In reference to the Proposal, please consider the below summary which [Insert _____ company's name] would be willing to enter into as a Multi-Year Concession Agreement with the City of Green Cove Springs.

Company Name: [Insert _____ name of person, corporation, or other entity.] Please identify how the company's operation is or will be organized by choosing from the following list: sole proprietorship, Florida corporation, foreign corporation (out of state but registered in Florida), individual(s) d/b/a (insert fictitious name only if registered in Florida), partnership (if registered in Florida), or joint venture.

Commission Rate: The proposed commission fee [Insert percentage _____ (%)] percent of gross sales for all operations at the leased site.

Commencement date: [Insert proposed start date]

Agreement end date: [Insert proposed end date]

Term: [Insert proposed Agreement term.]

Capital Improvement: [Insert proposed capital improvement project total cost. Please do not include costs for capital outlay.]

Facilities, Space and Equipment: [Insert facilities, space and equipment the Respondent is providing for use.]

Scope of Services: [Insert the goods and services the Respondent proposes to provide.]

Monthly Share of Utilities: Please acknowledge the Concessionaire's responsibility for the cost of all utilities associated with their concession operations.

Monthly Maintenance Costs:

Monthly Pest Control: [Insert \$ _____ amount and payment schedule]

Annual Termite Inspections and Treatments: [Insert \$_____ amount and payment schedule]

Other: [Insert \$_____ amount and payment schedule]

Security Deposit: The Concessionaire shall post with the City, upon execution of the Agreement, a [insert type of security instrument] in the amount of [insert amount].

Insurance: Insert the list of appropriate insurance(s), liability, automotive, workers compensation, and other, such as the liability for the operation of vessels, horseback riding, water sports, operation of other motorized vehicles, diving, snorkeling, etc.

Sincerely,

Respondent

ATTACHMENT II – PERFORMANCE EVALUATION QUESTIONNAIRE

To be completed by the Department:	
Business reference's name	
Business reference's telephone number	
Business reference's facsimile number	
Respondents' name	
Department reviewer's name	
Date of the reference check	
Score	Question
	<p>1. Briefly describe the nature of the business relationship between you and the Respondent? Circle one.</p> <ul style="list-style-type: none"> • The Respondent provides contracted services or a product to you. (4 points) • You were contracted by the Respondent to provide services or a product, such as a certified public accountant or a food purveyor. (3 points) • This was a business contact. (1 point)
	<p>2. How long have you had a business relationship with the Respondent? Circle one.</p> <ul style="list-style-type: none"> • 5 or more years (4 points) • 3 to 5 years (3 points) • 1 to 3 years (2 point) • Less than one year (0 points) <p style="text-align: center;">If this is/was a contract relationship, please share the length of the contract.</p>
Yes/No	<p>3. Are you satisfied with the business relationship between you and the Respondent? Explain.</p>
	<p>4. How would you rate the level of customer service provided by the Respondent, the Respondent's representatives and employees? Circle one.</p> <ul style="list-style-type: none"> • Above Average (3 points) • Average (2 points) • Below Average (1 point) • Not addressed (0 points)
Yes/No	<p>5. Is/were there any recurring complaints or issues made by anyone who came into contact with the Respondent that you are aware of? Briefly describe the nature of the complaints, if any.</p>
Yes/No	<p>6. To the best of your knowledge, did the Respondent make all payments on-time?</p> <p>If no, how did the Respondent reconcile the late payment? Was the corrective action satisfactory to both parties?</p>
Yes/No	<p>7. Did the Respondent ever violate any of the terms or conditions of your business relationship, or contract? If yes, please describe the violation and answer the additional questions below.</p> <p>How did the Respondent reconcile the violation?</p> <p>Were the corrective actions satisfactory to both parties?</p>

Yes/No	8. To your knowledge has the Respondent ever violated any laws or ordinances during the business relationship, or the contract? This includes violation of any environmental rules, laws, or ordinances.
Yes/No	9. To your knowledge does the Respondent maintain all licenses and permits required to operate their business and/or contracted services? If no, please elaborate on the nature of the situation.
Yes/No	10. To your knowledge does the Respondent maintain all insurances required to operate their business and/or contracted services? If no, please elaborate on the nature of the situation.
Yes/No	11. Does the Respondent adequately maintain the equipment and facilities needed to run its business and/or contracted services?
Yes/No	12. Are you aware of any safety programs that the Respondent has in place, or any steps the Respondent has taken, to ensure a safe environment for employees and customers? If yes, please elaborate.
Yes/No	13. Does the Respondent maintain an adequate number of employees to run its business or its contracted services effectively?
Business reference's confirmation of this evaluation which was obtained via fax.	
Signature	Date

ATTACHEMNT III – DRUG-FREE WORKPLACE COMPLIANCE FORM

In order to have a drug-free workplace program, a business shall abide as follows:

The undersigned vendor/contractor in accordance with Florida Statute 287.087 hereby certifies that _____ (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the company'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 or drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in item 1, above.
4. In the statement specified in item 1, notify the employees that as a condition of working on the commodities or contractual services which are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is 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 the statement, I certify that, _____

_____, (name of business), fully complies/does not comply with the above requirements.

Vendor/Contractor Signature

Date

**ATTACHMENT IV – SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

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

1. This sworn statement is submitted to _____
(print name of the public entity)

by _____
(print individual's name and title)

for _____
(print name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the Individual signing this
sworn statement: _____.)

2. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an “affiliate” as described in paragraph 287.133(1)(a), Florida Statute, 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 affiliate.

c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **Indicate which statement applies:**

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

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(attach a copy of the final order)**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Signature

Sworn to and subscribed before me this _____ day of _____, 20_____

Personally know: _____ Title: _____

OR produced identification _____ Notary Public –State of _____

(Type of identification) My commission expires _____

Printed typed or stamped commissioned name of notary public

VIEW OF SPRINGS PARK/ST. JOHNS RIVER FROM EXISTING POLICE STATION



EXISTING POLICE STATION



SPRING PARK

