


<b>DELIVER TO:</b> City of Fort Pierce, Purchasing Division Room 101 100 North U.S. #1 Fort Pierce, FL 34950  <b>MAIL TO:</b> City of Fort Pierce Purchasing Division, Room 101 P.O. Box 1480 Fort Pierce, FL 34954-1480	<b>CITY OF FORT PIERCE</b>  <b>REQUEST FOR PROPOSALS</b> and <b>PROPOSER ACKNOWLEDGMENT</b>
Bid Writer: Gelencia Carter, 772-467- 3102	RFP NO: 2026-026
Pre-Qualification Conference Time & Date: N/A	RFP Title: INTEGRATED LAW ENFORCEMENT TECHNOLOGY
Pre-Qualification Conference Location:  N/A	RFP Opening Location: City of Ft. Pierce Purchasing Division Room 101 100 North U.S. #1, 1st Floor Ft. Pierce, Florida 34950
Bid Due Date & Time: 3:00PM, MONDAY, APRIL 20, 2026	If you need any reasonable accommodation for any type of disability in order to participate in this procurement, please contact this division as soon as possible.
Bidder Name: -----  Mailing Address: ----- ----- ----- -----	<i>I hereby certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.</i>  X _____ Authorized Signature (Manual)
City, State, Zip Code:	Typed or Printed Name:
Type of Entity (Select one): Corporation _____ Partnership _____ Proprietorship _____	Title:
Incorporated in the State of: _____ Year: _____	Delivery in _____ days, ARO
Phone Number:	Payment Terms: Net 30 Days
Fax Number:	FEIN or SS Number:
E-Mail Address:	Local Business: ___Y___N MWBE: ___Y___N
Bid Security is attached, when required, in the amount of \$ _____ F.O.B. DESTINATION	If returning as a "No Bid" state reason:
<b>THIS PAGE MUST BE COMPLETED AND RETURNED WITH YOUR BID</b>	

# Table of Contents

<b>SECTION I – GENERAL CONDITIONS, INSTRUCTIONS, AND INFORMATION FOR BIDDERS</b>		
1	GENERAL INFORMATION	1
2	DELAYS	1
3	EXECUTION OF BIDS	1
4	NO BIDS	1
5	BID OPENING	1
6	TAXES	2
7	DISCOUNTS	2
8	MISTAKES	2
9	INVOICING AND PAYMENT	2
10	DELIVERY	2
11	NO ADDITIONAL TERMS AND CONDITIONS	3
12	INTERPRETATION	3
13	ADDENDUMS	3
14	DISPUTES	3
15	CONFLICT OF INTEREST	4
16	LEGAL REQUIREMENTS	4
17	DRUG FREE WORKPLACE (DFW)	4
18	PUBLIC ENTITY CRIMES	4
19	AWARD	4
20	EEO STATEMENT	4
21	TIE BREAKERS	5
22	CONTRACTUAL AGREEMENT AND / OR PURCHASE ORDER	5
23	GOVERNMENTAL RESTRICTION	4
24	PATENTS AND ROYALTIES	6
25	ADVERTISING	6
26	ASSIGNMENT	6
27	COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH	6
28	FACILITIES	6
29	REPRESENTATION	6
30	DISQUALIFICATION OF BIDDER	6
31	ADJUSTMENTS / CHANGES / DEVIATIONS	6
32	INSURANCE	7
33	PUBLIC RECORDS	7
34	BID PREPARATION COSTS	7
35	COOPERATIVE PURCHASING	7
36	CANCELLATION / REJECTION OF BIDS	7
37	REGISTRATION WITH FLORIDA DEPARTMENT OF STATE	7
38	RESERVED RIGHTS	7
39	APPLICABLE LAWS	8
40	PROFESSIONAL STANDARDS	9
41	PROHIBITION AGAINST CONTINGENT FEES	9
42	REQUEST FOR ADDITIONAL INFORMATION	9
43	ACCURACY OF BIDS	9
<b>SECTION II – REQUIRED LIMITS OF INSURANCE</b>		<b>11</b>
<b>SECTION III – INSTRUCTIONS TO PROPOSERS</b>		<b>15</b>
1	PROPOSAL OPENING	15

2	SUBMISSION OF PROPOSALS	15
3	PROPOSAL TIMELINE	16
4	INQUIRIES / QUESTIONS	16
5	TERMS OF CONTRACT	16
6	PROOF OF INSURANCE	17
7	PRICE PROPOSAL	17
8	ADMINISTRATIVE REVIEW BASED ON CRITERIA	17
9	CERTIFICATE OF USE	17
10	BUSINESS TAX RECEIPT	17
11	TIME EXTENSIONS AND CONTINUATION OF WORK	17
12	W-9 TAXPAYERS IDENTIFICATION NUMBER & CERTIFICATION	17
13	ADDENDUM	17
14	LICENSES	18
15	PROPOSAL PREPARATION COST	18
16	IDEMNIFICATION	18
17	REQUEST FOR ADDITIONAL INFORMATION	18
18	ACCURACY OF QUALIFICATION INFORMATION	19
19	PROHIBITION AGAINST CONTINGENT FEES	19
20	CONTRACTOR'S AUTHORIZED SIGNATURE	19
21	NOTIFICATIONS	19
22	CONE OF SILENCE	19
<b>SECTION IV – STATEMENT OF WORK</b>		<b>20</b>
1	INTRODUCTION AND PURPOSE	20
2	BACKGROUND	20
3	SCOPE OF SERVICES	21
4	OBJECTIVES	22
5	DATE OWNERSHIP AND POST-TERMINATION ACCESS	22
6	LICENSING, REGISTRATION, AND LEGAL COMPLIANCE (FLORIDA)	22
7	EVALUATION METHOD	22
8	REJECTION CRITERIA	23
<b>SECTION V – INSTRUCTIONS FOR PREPARING PROPOSALS</b>		<b>24</b>
1	GENERAL INFORMATION	25
2	RULES FOR PROPOSAL	25
3	SUBMISSION REQUIREMENTS/FORMAT	25
4	EVALUATION CRITERIA	25
<b>SECTION VI – REQUIRED FORMS</b>		<b>27</b>
SUMMARY OF REQUIRED FORMS		28
CERTIFICATION REGARDING DEBARMENT, SUSPENSION INELIGIBILITY		29
DRUG-FREE WORKPLACE		30
PUBLIC CRIMES ENTITY		31
E-VERIFY AFFIRMATION STATEMENT		34
CONFLICT OF INTEREST STATEMENT		36
W-9		38
RFP SUBMITTAL CHECKLIST		39

## SECTION I

### GENERAL CONDITIONS, INSTRUCTIONS AND INFORMATION FOR BIDDERS

#### 1. **GENERAL INFORMATION**

These documents constitute the complete set of specification requirements and bid forms. All bid sheets and attachments must be executed and submitted in a sealed envelope. **DO NOT INCLUDE MORE THAN ONE BID PER ENVELOPE (CLEARLY MARK BID AS “ORIGINAL” AND REQUESTED NUMBER OF COPIES AS “COPY” ON EACH SET ENCLOSED).** The face to the envelope shall contain Bidder’s name, return address, the date and time of bid opening, the bid number and title. Bids not submitted on the enclosed Bid Form shall be rejected. By submitting a bid, the Bidder agrees to be subject to all terms and conditions specified herein. No exceptions to the terms and conditions shall be allowed. Bids/Proposals, which do not comply with the requirements, may be rejected at the option of the City.

#### 2. **DELAYS**

The City, at its sole discretion, may delay the scheduled due dates indicated above if it is to the advantage of the City to do so. The City will notify bidders of all changes in scheduled due dates by written addendum.

#### 3. **EXECUTION OF BIDS**

**Bid must contain a manual signature, in ink, of an authorized representative who has the legal ability to bind the Bidder in contractual obligations in the space provided on Page 1 of Bidder/Proposer Acknowledgment and on the Bid Response Form. FAILURE TO PROPERLY SIGN THE BID SHALL INVALIDATE SAME, AND IT SHALL NOT BE CONSIDERED FOR AN AWARD.** Bids must be typed or legibly printed in ink. All corrections made by Bidder to any part of the bid document must be initialed in ink. The original bid conditions and specifications cannot be changed or altered in any way. Altered bids will not be considered. Clarification of bids submitted shall be in letter form, signed by bidders and attached to the bid.

#### 4. **NO BIDS**

If not submitting a bid, respond by returning only the Bidder acknowledgment form, marking it “No Bid,” and give the reason in the space provided.

#### 5. **BID OPENING**

Shall be public, at the address, date, and time specified on the bidder Acknowledgment form. The bid time must be and shall be scrupulously observed. Under no circumstances shall bids delivered after the time specified be considered; such bids will be returned unopened. The City will not be responsible for late deliveries or delayed mail. The time/date stamp clock located in the Purchasing Division shall serve as the official authority to determine lateness of any bid. It is the Bidders’ sole responsibility to assure that his/her bid is complete and delivered at the proper time and place of the bid opening. Bids, which for any reason are not so delivered, will not be considered. Offers by facsimile, telegram, or telephone are not acceptable. A bid may

NOT be altered by the Bidder after opening of the bids. Bid tabulations will be furnished on the web site: <https://www.cityoffortpierce.com/957/Bid-Tabulations>

**6. TAXES**

The City is exempt from Federal Excise and State Sales Taxes on direct purchases of tangible personal property. The City exemption number is on the face of the Purchase Order. If requested, the Purchasing Manager will provide an exemption certificate to the awarded Bidder. Vendors or contractors doing business with the City shall not be exempt from paying sales tax to their suppliers for materials to fulfill contractual obligations with the City Tax Exemption Number in securing such materials. This exemption does not apply to purchases of tangible personal property in the performance of contracts for the City.

**7. DISCOUNTS**

Cash discounts for prompt payment shall not be considered in determining the lowest net cost for bid evaluation purposes.

**8. MISTAKES**

a. Bidders are expected to examine the specifications, delivery schedule, bid prices, extensions and all instructions pertaining to supplies and services. **FAILURE TO DO SO WILL BE AT BIDDER'S RISK.** In the event of extension error(s), the unit price will prevail, and the Bidder's total offer will be corrected accordingly.

b. Written amounts shall take precedence over numerical amounts. In the event of addition error(s), the unit price and extension thereof will prevail, and Bidder's total offer will be corrected accordingly. Bids having erasures or corrections must be initialed in ink by the Bidder.

**9. INVOICING AND PAYMENT**

Payment for any and all invoice(s) that may arise as a result of a contract or purchase order issued pursuant to this bid specification shall minimally meet the following conditions to be considered as a valid payment request:

a. A timely submission of a properly certified invoice(s), in strict accordance with the price(s) and delivery elements as stipulated in the contract or purchase order document, and to be submitted to the Finance Department at the address as stipulated on the Purchase Order.

b. All invoices submitted shall consist of an original and one (1) copy; clearly reference the subject contract or purchase order number; provide a sufficient salient description to identify goods or service for which payment is requested; contain date of delivery; bid number, original or legible copy of signed delivery receipt including both a manual signature and printed name of a designated City employee or authorized agent; be clearly marked as "partial", "complete", or "final" invoice. The City will accept partial deliveries unless otherwise specified into contract or purchase order document.

c. The invoice shall contain the Bidder's Federal Employer Identification Number (F.E.I.N.).

**10. DELIVERY**

Unless actual date is specified (or if specified delivery cannot be met), show number of days required to make delivery after receipt of purchase order or contract in space provided. Delivery time may be a basis for making of award. Delivery shall be during the normal working hours of the user department, Monday through Friday, unless otherwise specified and incorporated into contract or purchase order document. Delivery shall be to the location specified in the bid specifications.

**11. NO ADDITIONAL TERMS AND CONDITIONS**

No additional terms and conditions included with the bid response shall be evaluated or considered. Any and all such additional terms and conditions shall have no force and effect and are inapplicable to this bid if submitted either purposely through intent or design, or inadvertently appearing separately in transmittal letters, specifications, literature, price lists or warranties. It is understood and agreed that the general and/or any special conditions in these Bid Documents are the only conditions applicable to this bid and the Bidder's authorized signature on the Bid Form attests to this.

**12. INTERPRETATION**

All Bidders shall carefully examine the Bid Documents. Any ambiguities or inconsistencies shall be brought to the attention of the City in writing prior to the opening of Bids; failure to do so, on the part of the bidder, will constitute an acceptance by the Bidder of any subsequent decision. Any questions concerning the intent, meaning, and interpretation of the Bid Documents shall be requested in writing, and received by the City at least seven (7) days prior to the Bid Opening. Inquiries shall be addressed to the attention of the Contact person as indicated on Page 16. No person is authorized to give oral interpretations of, or make oral changes to, the bid. Therefore, oral statements given before the bid opening will not be binding. Any interpretation of or changes to the bid will be made in the form of a written Addendum to the bid and will be furnished to all Bidders. Receipt of all addenda shall be acknowledged by the Bidders by signing and enclosing said addenda with their bid.

The City will record its responses to inquiries and any supplemental instructions in the form of a written addendum. The City will send a written addendum to all Bidders who requested a bid directly from the City Purchasing Division. All bidders should contact the City at least seven (7) calendar days before the bid opening date to ascertain whether any addendums have been issued. Failure to do so could result in rejection of the bid as unresponsive. The City shall not be responsible for providing said addendum to bidders who receive bid packages.

**13. ADDENDUMS**

Should revisions to the Bid Documents become necessary, the City will provide a written addendum to all bidders who received a bid package from the City Purchasing Division. Bidders who obtain Bid Documents from other sources must officially register with the City Purchasing Division in order to be placed on the mailing list for any forthcoming addendum or their official communications. Failure to register as a prospective Bidder may cause your bid to be rejected as non-responsive if you have failed to submit a bid without an addendum acknowledgment for the most current addendum. Previous addenda are deemed received when a subsequent addendum is acknowledged. It is the Bidder's responsibility to contact

the City in the event that a previous addendum is not received. Latest addendum shall be signed and returned with the bid as acknowledgment of addendums from other sources.

**14. DISPUTES**

Any Bidder who disputes the bid selection or contract award recommendation shall file such dispute according to the bid protest procedures. These procedures are available upon request from the City.

**15. CONFLICT OF INTEREST**

All bidders must disclose with their bid the name of any officer, director, or agent who is also an employee of the City. All Bidders must disclose the name of any City employee who owns, directly or indirectly, an interest of five percent (5%) or more in the Bidder's firm or any of its branches.

**16. LEGAL REQUIREMENTS**

Bidders are required to comply with all provisions of Federal, State, County and local laws and ordinances, rules and regulations, that are applicable to the items being proposed. Lack of knowledge by the bidder shall in no way be a cause for relief from responsibility or constitute a cognizable defense against the legal effect thereof.

**17. DRUG-FREE WORKPLACE (DFW)**

Preference shall be given to business with Drug-Free Workplace (DFW) Programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the City for the procurement of commodities or contractual services, a bid received from a business that completes the attached DFW form certifying that it is a DFW shall be given preference in the award process.

**18. PUBLIC ENTITY CRIMES**

No award will be executed with any person or affiliate identified on the Department of Management Services "convicted vendor" list. This list is defined as consisting of persons and affiliates who are disqualified from public contracting and purchasing process because they have been found guilty of a public entity crime. No public entity shall award any contract to, or transact any business in excess of the threshold amount provided in Section 287.017, Florida Statutes for Category Two (currently \$10,000.00) with any person or affiliated on the "convicted vendor" list for a period of thirty-six (36) months from the date that person or affiliate was placed on the "convicted vendor" list unless that person or affiliate has been removed from the list pursuant to Section 287.133(3)(f) Florida Statutes

**19. AWARD**

As the best interest of the City may require, the right is reserved to make award(s) by individual item, group of items, "All or None", or a combination thereof; with one or more suppliers; to reject any or all bids or waive any minor irregularity or technicality in bids received, and may, at its sole discretion, request a rebid. Bidders are cautioned to make no assumption until the City has entered into a contract or issued a purchase order.

**20. EEO STATEMENT**

The City is committed to assuring equal opportunity in the award of contracts and therefore complies with all laws prohibiting discrimination on the basis of race, color, religion, national origin, age or sex.

**21. TIE BREAKERS**

Preference must be given to vendors submitting a certification with their bid certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and becomes effective January 1, 1991. The special condition is as follows: Preference shall be given to businesses with drug-free workplace programs.

Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- a. Publish a statement notifying employees that 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.
- b. Inform employees about the dangers of drug abuse in the workplace, the business policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- c. Impose a sanction on or require satisfactory participation in a drug abuse assist and/or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- d. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.
- e. In the event of any tie between contractors that have a Drug Free Workplace program in place in accordance with Section 287.087, Florida State Statutes, a coin toss will determine who will be awarded the contract or receive the first opportunity to negotiate, as applicable.

**22. CONTRACTUAL AGREEMENT AND/OR PURCHASE ORDER**The terms, conditions, and provisions in this Invitation to Bid shall be included and incorporated in any final contract or purchase order. The order of precedence will be Bid Document and response, purchase order or contract, and general law. Any and all legal action necessary to enforce a contract or purchase order will be interpreted according to the laws of Florida. The venue shall be Fort Pierce, FL.

**23. GOVERNMENTAL RESTRICTION**

In the event that any governmental restrictions are imposed which would necessitate alteration of the material quality, workmanship or performance of the items offered on this bid prior to their delivery, it shall be the responsibility of the Bidder to notify the Purchasing Division at once, indicating in his/her letter the specific regulation which required an alteration,

including any price adjustments occasioned thereby. The City reserves the right to accept such alteration or to cancel the contract or purchase order at no further expense to the City.

**24. PATENTS AND ROYALTIES**

The Bidder, without exemption, shall indemnify and save harmless, the City, its employees and/or any of its Commission/Board from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or item manufactured by the Bidder. Further, if such claim is made, or is pending, the Bidder may, at its option and expense, procure for the City the right to use, replace or modify the item to render it non-infringing. If none of the alternatives are reasonably available, the City agrees to return the article on request to Bidder and receive reimbursement. If the Bidder used any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood, without exception, that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

**25. ADVERTISING**

In submitting a bid, Bidder agrees not to use the results therefrom as a part of any commercial advertising, without the express written approval, by the appropriate level of authority within the City.

**26. ASSIGNMENT**

Any purchase order or contract issued pursuant to this Invitation to Bid and the monies which may become due hereunder are not assignable except with the prior written approval of the City, through the Purchasing Division.

**27. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH (O.S.H.A.)**

Bidder certifies that all material, equipment, etc., contained in his/her bid meets all applicable O.S.H.A. requirements. Bidder further certifies that, if he/she is the successful Bidder, and the material, equipment, etc., delivered is subsequently found to be defective in applicable O.S.H.A. requirement in effect on the date of delivery, all costs necessary to comply with the requirements shall be borne by the Bidder.

**28. FACILITIES**

The City reserves the right to inspect the Bidder's facilities at any reasonable time, during normal working hours, with prior notice to determine that Bidder has a Bonafide place of business and is a responsible Bidder.

**29. REPRESENTATION**

A Bidder must have at the time of bid opening, a manufacturing plant in operation, or be a fully authorized agent or representative of the product bid, capable of producing or providing items bid, and so certified upon request.

**30. DISQUALIFICATION OF BIDDER**

More than one bid from an individual, firm, partnership, corporation, or association under the same or different names will not be considered. Reasonable grounds for believing that a Bidder is involved in more than one bid submittal will be cause for rejection of all bids in which such Bidders are believed to be involved. Any or all bids will be rejected if there is reason to believe that collusion exists between Bidder's Bids in which the prices obviously

are unbalanced will be subject to rejection.

**31. ADJUSTMENTS / CHANGES / DEVIATIONS**

No adjustments, changes or deviations shall be accepted on any item unless conditions or specifications of a bid expressly so provide. Any other adjustments, changes or deviations shall

require prior written approval and shall be binding ONLY if issued by the City's Purchasing Division. The Bidder shall bear sole responsibility for any and all costs of claims arising from any adjustments, changes or deviations not properly executed as required herein.

**32. INSURANCE**

The awarded Bidder(s) shall maintain insurance coverage reflecting the minimum amounts and conditions specified in the attached specifications or the Special Terms and Conditions. In the event the bidder is a governmental entity or a self-insured organization, different requirements may apply. Misrepresentation of any material fact, whether intentional or not, regarding the Bidder's insurance coverage, policies or capabilities may be grounds for rejection of the bid and rescission of any ensuing contract.

**33. PUBLIC RECORDS**

Sealed bids, proposals, or replies received by an agency pursuant to a competitive solicitation are exempt from § 119.07(1) and s. 24(a), Art. I of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals, or final replies, whichever is earlier.

**34. BID PREPARATION COSTS**

Neither the City nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this Invitation to Bid. Bidders should prepare their bids simply and economically, providing all information and prices as required.

**35. COOPERATIVE PURCHASING**

Any governmental purchasing authority may participate in this purchase for services and commodities from this successful award.

**36. CANCELLATION / REJECTION OF BIDS**

This request may be cancelled and any response, bid or proposal may be rejected in whole or in part at any time for good cause when in the best interest of the City of Fort Pierce. The City reserves the rights pursuant to Section 2-439 (a)(7) of the City Code to accept all or any part of the submittal and to increase or decrease quantities to meet additional or reduced requirements of the City. Any sole response received by the submission date may or may not be rejected by the City depending on the available competition and the current needs of the CITY. Reasons for rejection shall be provided upon request by unsuccessful bidders or offerors.

**37. REGISTRATION WITH FLORIDA DEPARTMENT OF STATE**

In accordance with Florida Statute 607.0505, each corporation, foreign corporation, or alien business organization that transacts business in this state shall have and continuously maintain in this state a registered office and a registered agent and shall file with the Department of State. The awarded Bidder shall be registered with the Florida Department of

**38. RESERVED RIGHTS**

- a. To be **responsive**, a bidder shall submit qualifications which conform in all material respects to the requirements set forth in the bid/proposal document. To be a **responsible** bidder, the bidder shall have the capability in all respects to fulfil fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance. The City reserves the right to conduct such an investigation, as it deems necessary to determine the ability of any bidder to deliver the goods or service requested. This information may be obtained from the bidder or any credible source. All information requests will be done through the Purchasing Division. Such information may include but shall not be limited to current financial statements, verification of availability of equipment and personnel, and past performance records.
- b. The City may disqualify a bidder from being awarded a City contract if the Purchasing Manager determines after an investigation that the bidder is “not responsible,” based on a poor performance record with the City, a lack of adequate equipment and personnel, insufficient financial wherewithal, or other factors that indicate the bidder is not capable of performing the contract.
- c. Unless otherwise stated in this bid specification, any contracts resulting from this bid are non-exclusive. The City reserves the right, in its sole opinion, to purchase goods or services listed in this bid through the State of Florida Contracts, cooperatives, other current government contracts, and non-profit contracts as provided in the City of Fort Pierce Procurement Code. The City reserves the rights to solicit separate requirements that are a portion of a larger contract as a whole. Additionally, at the City’s sole option, additional contracts may be entered into as a result of such situations as unusual volumes, time/delivery requirements, special requirements, other brands, lease, project specific requirements, or similar situations.
- d. If any contract awarded as a result of this bid is terminated, the City reserves the right to go to the next lowest responsive bidder with the balance of the contract, unless otherwise stated in the Bid specification.

**39. APPLICABLE LAWS**

Bidders must be authorized to transact business in the State of Florida. Copy of the Registration Certificate and information should be submitted with bid but is not required. Registration must be completed before a contract can be signed. Applicable provisions of all federal, state, county and local laws and of all ordinances, rules and regulations shall govern development submittal and evaluation of all bids received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a bid response hereto and the City of Fort Pierce, by and through its officers, employees and authorized representatives, or any other person, natural or otherwise and lack of knowledge by any bidder shall not constitute a cognizable defense against the legal effect thereof. This includes revisions as amended thereof. Any involvement with the City of Fort Pierce shall be in accordance with but not limited to the following:

- a. City of Fort Pierce Ordinances
- b. Pursuant to Florida Statutes Section 119.071, Public Records, General exemptions from inspection or copying of public records, sealed bids received by the CITY.
- c. It shall be the responsibility of the bidder to ensure compliance with all other federal, state, county, or city codes, rules, regulations or other requirements, as each may apply.
- d. **Pursuant to this solicitation, the responses are exempt from s. 119.07(1) and s. 24(a), Art. I, of the Florida Constitution, until the agency provides notice of a decision or intended decision in accordance with s. 119.071(2), or within 30 days after the bid opening, whichever occurs first.**

**40. PROFESSIONAL STANDARDS**

- a. The successful bidder shall covenant and agree that it and its employees have complied with the Florida Statutes pertaining to the licensing of employees, as applicable.
- b. In the event the successful bidder shall be placed in any form of bankruptcy or make an assignment for the benefit of creditors, the City may declare the same a default of the agreement which may be terminated pursuant to these terms and conditions.
- c. Section 287.055(6)(a), Florida Statutes, requires the following provisions to be made a part of the Agreement.
- d. The successful bidder warrants that it has not employed or retained any company or person, other than a Bonafide employee working solely for the successful bidder, to solicit or secure the agreement, and that it will not pay or agree to pay any person, company, corporation, individual or firm other than a Bonafide employee working solely for the successful bidder any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of the agreement. For breach or violation of this condition, the City shall have the right to terminate the agreement without liability and at its discretion to deduct from the agreement price or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.
- e. Performance of Contract Holder It is understood and agreed that the CITY will not permit or authorize contractors to perform less than 51 percent of the contract.

**41. PROHIBITION AGAINST CONTINGENT FEES**

It shall be unethical for a person to be retained, or to retain any company or person, other than a Bonafide employee working solely for the Bidder to solicit or secure a Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a Bonafide employee working solely for the Bidder, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from award or making of this Contract. For the breach or violation of this provision, The City of Fort Pierce shall have the right to terminate the Contract at its sole discretion, without liability and to deduct from the Contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

**42. REQUEST FOR ADDITIONAL INFORMATION**

The bidder shall furnish such additional information as the City of Fort Pierce may reasonably

require. The City reserves the right to make investigations of the qualifications of the bidder as it deems appropriate. During the bid evaluation, the City of Fort Pierce reserves the right to request additional written information to assist in the evaluation of these qualifications.

**43. ACCURACY OF BIDS**

Any Bidder which submits in its bid to The City of Fort Pierce any information which is determined to be substantially inaccurate, misleading, exaggerated, or incorrect, shall be disqualified from consideration.

**ANY AND ALL SPECIAL TERMS AND CONDITIONS, TECHNICAL REQUIREMENTS, SCOPE OF WORK OR SPECIFICATIONS ATTACHED HERETO WHICH VARY FROM THESE GENERAL CONDITIONS SHALL HAVE PRECEDENCE.**

## SECTION II

### REQUIRED LIMITS OF INSURANCE

Vendor/Contractor shall be responsible for all damage to person and or property resulting from its negligent acts, reckless or intentional misconduct, errors or omissions or those of their sub-Contractors, agents or employees in connection with such services and shall be responsible for all parts of its work, both temporary and permanent.

(1) Vendor/Contractor at its own expense, shall procure and maintain throughout the term of this Contract, with insurers acceptable to the City of Fort Pierce, hereinafter called "City", the types and amounts of insurance conforming to the minimum requirements set forth herein. Vendor shall not commence work until the required insurance is in force and evidence of insurance acceptable to the City has been provided to, and approved by the City. The City at all times reserves the right to request such additional documentation and evidence of insurance as in its sole discretion it may require and the Vendor hereby agrees to provide same. Until such insurance is no longer required by this Contract, Vendor shall provide the City with renewal or replacement evidence of insurance at least thirty (30) days prior to the expiration or termination of such insurance. To the extent Vendor is permitted to and elects to sub-contract any of the work performed under this Contract, Vendor will require all sub-Contractors to provide insurance coverage complying with the requirements set forth herein, and will provide the City with evidence of such coverage prior to the commencement of the sub-Contractor's work.

(2) **Workers' Compensation/Employer's Liability Insurance**

Such insurance shall be no more restrictive than that provided by the latest edition of the standard Workers' Compensation Policy, as filed for use in Florida by the National Council on Compensation Insurance (NCCI), without any restrictive endorsements other than any endorsements required by NCCI or the State of Florida. In addition to coverage for the Florida Workers' Compensation Act, where appropriate, coverage is to be included for the Federal Employer's Liability Act and any other applicable Federal or State law. The minimum amount of coverage (inclusive of any amount provided by an umbrella or excess policy) shall be:

Part One:	"Statutory"	
Part Two:	\$1,000,000	Each Accident
	\$1,000,000	Disease - Policy Limit
	\$1,000,000	Disease - Each Employee

The Workers' Compensation Policy must be endorsed to waive the insurer's right to subrogate against the City of Fort Pierce, and their respective members, officials, officers and employees in the manner which would result from the attachment of the NCCI Waiver Of Our Right To Recover From Others Endorsement (Advisory Form WC 00 03 13) with the City of Fort Pierce, and their respective members, officials, officers and employees scheduled thereon.

(3) **General Liability Insurance**

Such insurance shall be no more restrictive than that provided by the latest edition of the standard Commercial General Liability Form (Form CG 00 01) as filed for use in the State of Florida by the Insurance Services Office (ISO), without any restrictive endorsements other than any endorsements specifically required by the State of Florida or those which under an ISO

## SECTION II

filing, must be attached to the policy (i.e. mandatory endorsements). The City of Fort Pierce and their respective members, officials, officers, and employees shall be included as an “Additional Insured” on a form no more restrictive than ISO form CG 20 10 (Additional Insured -, Lessees, or Contractors – Scheduled Person or Organization). The minimum limits (inclusive of amounts provided by an umbrella or excess policy) shall be:

General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000

**(4) Automobile Liability Insurance**

If the performance of the work will involve the use of automobiles, Vendor/Contractor shall be required to procure and maintain automobile liability insurance. Such insurance shall be no more restrictive than that provided by Section II (Liability Coverage) of the most recent version of the standard Business Auto Policy (ISO Form CA 00 01) without any restrictive endorsements, other than those which are required by the State of Florida or those which under an ISO filing, must be attached to the policy (i.e. mandatory endorsements). The policy shall include coverage for liability contractually assumed, and shall cover all owned, non-owned, and hired autos used in connection with the performance of the work. Such insurance shall not be subject to any aggregate limit and the minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be:

Each Occurrence Bodily Injury and Property Damage Liability Combined	\$1,000,000
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**(5) Professional Liability Insurance**

Such insurance shall be on a form acceptable to the City and shall cover Vendor/Contractor for those sources of liability arising out of the rendering or failure to render any professional services required in the Agreement. Coverage must either be on an occurrence basis; or, if on a claims-made basis, the coverage must respond to all claims reported within three years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis. The minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be:

Each Claim/Annual Aggregate	\$1,000,000
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The required Professional Liability coverage may be provided as a part of the Cyber Liability coverage required below.

If Vendor/Contractor subcontracts any of the work, Vendor/Contractor shall either include the Sub-Contractors in Vendor’s coverage or require the Sub-Contractors to maintain Professional Liability coverage as described herein. The insurance may be subject to a deductible not to exceed \$10,000 per claim.

**(6) Watercraft Liability**

If, and to the extent any watercraft are utilized in the performance of the work, Vendor/Contractor

## SECTION II

shall purchase and maintain, or cause its sub-Contractors to purchase and maintain, insurance which shall, at a minimum cover the Vendor and sub-Contractor for injuries or damage arising out the use of all owned, non-owned and hired watercraft. The insurance shall include the City and its members, officials, officers and employees as additional insureds.

The minimum limits (inclusive of and amounts provided by an umbrella or excess policy) shall be:

Each Occurrence/Annual Aggregate	\$1,000,000
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**(7) Cyber Liability & Data Storage**

Such insurance shall be on a form acceptable to the City and shall cover, at a minimum, the following:

- Data Loss and System Damage Liability (when applicable)
- Security Liability
- Privacy Liability
- Privacy/Security Breach Response Coverage, including Notification Expenses

Such Cyber Liability coverage must be provided on an Occurrence Form or, if on a Claims Made Form, the retroactive date must be no later than the first date of this Contract and such claims-made coverage must respond to all claims reported within three years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis. The cyber liability insurance shall include the City and its members, officials, officers and employees as additional insureds. The minimum limits (inclusive of and amounts provided by an umbrella or excess policy) shall be:

Each Occurrence/Annual Aggregate	\$1,000,000
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Please note: The Cyber Liability coverage may be combined with the Professional Liability coverage required above.

**(8) GENERAL CONDITIONS:**

The insurance provided by Vendor shall apply on a primary basis to any insurance or self-insurance maintained by the City. Any insurance or self-insurance maintained by the City shall be excess of, and shall not contribute with, the insurance provided by Vendor.

Except as otherwise specifically authorized by this Agreement or where prior written approval has been obtained from the City hereunder, the insurance maintained by Vendor shall apply on a first dollar basis without application of a deductible or self-insured retention. To the extent there is any deductible or self-insured retention applicable to any required insurance, Vendor shall be solely responsible for paying such deductible or self-insured retention, including any amounts owed under such deductible or self-insured retention on behalf of the City, or its members, officials, officers and employees.

Compliance with these insurance requirements shall not limit the liability of Vendor or any Sub-Contractor. Any remedy provided to the City by the insurance provided by the Vendor shall be in addition to and not in lieu of any other remedy (including, but not limited to, as an indemnitee of Vendor) available to the City under this Agreement or otherwise.

## SECTION II

Neither approval by the City nor failure to disapprove insurance furnished by Vendor shall relieve Vendor from responsibility to provide insurance as required by this Agreement. Vendor shall deliver to the City the required certificate(s) of insurance and endorsement(s) before the City signs this agreement.

Vendor's failure to obtain, pay for, or maintain any required insurance shall constitute a material breach upon which the City may immediately terminate or suspend this Agreement. In the event of any termination or suspension, the City may use the services of another Vendor or Vendors, without the City incurring any liability to Vendor.

At its sole discretion, the City may obtain or renew Vendor's insurance, and the City may pay all or part of the premiums. Upon demand, Vendor shall repay City all monies paid to obtain or renew the insurance. The City may offset the cost of the premium against any monies due Vendor from the City.

The Vendor shall furnish to the City Certificates of Insurance allowing thirty (30) day's notice for any change, cancellation, or non-renewal. Such Certificates shall contain the following wording:

**(ACCORD) "SHOULD ANY OF THE ABOVE-DESCRIBED POLICIES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL MAIL THIRTY (30) DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED HEREIN."**

If the insurance policies expire during the terms of the Contract, a renewal certificate or binder shall be filed with the City fifteen (15) days prior to the renewal date.

**Certificates of Insurance must be completed as follows:**

**Certificate Holder**

**City of Fort Pierce  
Attn: Purchasing Department  
P.O. Box 1480  
Fort Pierce FL 34954-1480**

**Additional Insured**

**City of Fort Pierce/Grants Administration Division and their members, officials, officers and employees.**

## SECTION III

### INSTRUCTIONS FOR PROPOSERS

#### 1. **PROPOSAL OPENING**

Proposals are due on or before **3:00PM, Monday, April 20, 2026**

#### 2. **SUBMISSION OF PROPOSALS**

Proposal response may be submitted as hard copy or electronically. Any proposals received after the designated time and date listed above will be returned unopened. Please see below instructions for submitting your RFP response.

##### 2.1 **ELECTRONIC SUBMISSIONS**

The options for electronic submissions are as follows:

- Via Demandstar Website, ([www.demandstar.com](http://www.demandstar.com)) Electronic Bid (E-Bid). Instructions are provided, see Appendices section of this document.
- By forwarding your response, pdf format to [purchasing@cityoffortpierce.com](mailto:purchasing@cityoffortpierce.com) no later than 3:00PM EST. **If you decide to use this submission option, your entire submission must be submitted electronically. Please do not mail hard-copies.**

##### 2.2 **HARD COPY SUBMISSIONS**

One (1) original and one (1) USB drive copy of sealed proposals. **DO NOT USE RINGED BINDERS OF ANY KIND.** All copies will be on 8 ½" x 11" plain, white paper, typed or printed, and signed by the Proposer's contractually binding authority and shall be mailed or delivered to the address below.

**NOTE:** Please ensure that if a third-party carrier (Federal Express, UPS, etc.) is used, that the third party is properly instructed to deliver the Proposal Submittal **only** to Room 101, in the Purchasing Division on the first (1<sup>st</sup>) floor at the above address.

Proposals mailed to 100 N.US Highway 1 via the United States Postal Services (USPS) are delivered to the Post Office, not to the physical address and, therefore, may not meet the requirements of Selection 2 above. To be considered, a Bid must be received and accepted in the Purchasing Division before the Bid closing date and time.

**Delivery Address:**  
City of Fort Pierce  
Attn: Purchasing Division,  
Room 101  
100 North U.S. #1  
Fort Pierce, FL 34950

**Mailing Address:**  
City of Fort Pierce  
Attn: Purchasing Division,  
Room 101  
P.O. Box 1480  
Fort Pierce, FL 34954-1480

Copies of official Bid/Proposal documents issued by the city are available electronically from the Purchasing Division by email request to [purchasing@cityoffortpierce.com](mailto:purchasing@cityoffortpierce.com) or

### SECTION III

on the following websites: Demandstar ([www.demandstar.com](http://www.demandstar.com)) and the web site of the City of Fort Pierce (<http://www.cityoffortpierce.com/187/Purchasing>).

All proposals and qualifications will be publicly opened at the time and place specified. In accordance with **Section 2-437(d)** of the City of Fort Pierce Code of Ordinances, no proposals shall be handled so as to permit disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of negotiation. A list of proposals shall be prepared containing the name of each offeror, the number of modifications received, if any, and a description sufficient to identify the item offered. **The register of proposals shall be open for public [viewing] only after contract award."**

#### 3. PROPOSAL TIMELINE

DESCRIPTION	DATE
Advertise RFP	March 19, 2025
Deadline for written questions	April 9, 2026
Proposal Submission Due Date	April 20, 2026
Estimated Committee Review and Selection	April 28, 2026
City Commission	May 2026
Estimated Notice of Award	May 2026

#### 4. INQUIRIES/QUESTIONS

All inquiries must be in a written format and addressed to Director of Building with a copy to the Purchasing Agent:

**TO**

**Lieutenant John Fasnello**

Email: [jfasanello@fppd.org](mailto:jfasanello@fppd.org)

and

**TO**

**Sergeant Jeffery Wachendorfer**

Email: [jwachendorfer@fppd.org](mailto:jwachendorfer@fppd.org)

**COPYT**

Gelencia Carter, Purchasing Manager

[purchasing@cityoffortpierce.com](mailto:purchasing@cityoffortpierce.com)

#### 5. TERMS OF CONTRACT

The term of this agreement will be for an initial term of five (5) years with two (2) one-year renewal options **at no increased price**, if mutually agreed upon in writing by both parties, subject to the same terms and conditions set forth in the agreement. The City of Fort Pierce shall have the right to terminate said agreement by giving the Contractor thirty (30) days' written notice if the service that is provided is not maintained at levels necessary to provide the required service. The City of Fort Pierce will determine in its sole judgment what constitutes a satisfactory level of service.

## **SECTION III**

### **6. PROOF OF INSURANCE**

#### **6.1 CERTIFICATE OF INSURANCE**

In order to do business with the City of Fort Pierce, you must provide proof of insurance to include general liability, workers compensation, and automobile insurance with Bid submittal. If awarded, insurance must comply with the Required Limits of Insurance and include builder's risk as indicated in Section III of the specifications.

### **7. PRICE PROPOSAL**

Proposers shall submit an itemized price proposal covering software subscription/licensing, implementation, training, support/maintenance, optional modules, and any other anticipated costs. No specific pricing from any prior or third-party agreement is included or implied by this RFP.

### **8. ADMINISTRATIVE REVIEW BASED ON (PASS/FAIL) CRITERIA**

Proposal will undergo an initial review, or a PASS/FAIL determination, where indicated; To verify that mandatory requirements are met . Failure to meet mandatory requirements may result in the rejection of your proposal.

### **9. CEFRTIFICATE OF USE (PASS/FAIL)**

Effective July 1, 2024, the City adopted Ordinance 24-019 amending Chapter 22 The ordinance removed the requirement for a Business Tax Receipt and replaced it with a required Certificate of Use, Certificate of Use are required for all businesses within city-limits occupying commercial locations, home based businesses and non-profit organizations. If your businesses and non-profit organizations. If your business is located in the City of Fort Pierce city limits , please provide a copy of your Certificate of Use with your submittal.

### **10. BUSINESS TAX RECEIPT (OCCUPATIONAL LICENSE) (PASS / FAIL)**

Provide a valid Business Tax Receipt (Occupational License) from your jurisdiction with your submittal. This is only a requirement for businesses located outside of the city-limits.

### **11. TIME EXTENSION AND CONTINUATION OF WORK**

#### **11.1. TIME EXTENSION**

The CITY may extend this Contract up to one hundred eighty (180) days beyond the expiration date of the existing contract. The rates in effect on the last day of the contract shall remain in effect for the contract extension period. Additional extensions shall be subject to agreement of both parties.

#### **11.2. CONTINUATION OF WORK**

Any work that commences prior to and will extend beyond the expiration date of the current contract period shall, unless terminated by mutual written agreement between the City and the successful bidder, continue until completion at the same rates, terms and conditions. This must be approved in advance by the Purchasing Manager, or designee.

### **12. W-9 TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION FORM (PASS / FAIL)**

The Proposers will be required to return a completed W-9 Taxpayer Identification Form with your submittal.

### **13. ADDENDUM**

Should revisions to the Bid Documents become necessary, the City will provide a written

### SECTION III

addendum to all bidders who received a bid package from the City's Purchasing Department. Bidders who obtain Bid Documents from other sources must officially register with the City's Purchasing Division in order to be placed on the mailing list for any forthcoming addendum or their official communications. Failure to register as a prospective Bidder may cause your bid to be rejected as non-responsive if you have failed to submit a bid with an addendum acknowledgment for the most current addendum. Previous addenda are deemed received when a subsequent addendum is acknowledged. It is the Bidder's responsibility to contact the City in the event that a previous addendum is not received. Latest addendum shall be signed and returned with the bid as acknowledgment of addendum.

**14. LICENSES**

Proposers, both corporate and individual, must be fully licensed and certified for the type of work to be performed in the State of Florida and the City of Fort Pierce prior to signing a contract. Should the Proposer not be able to obtain licenses and certifications, then contract negotiations will be terminated. Any permits, licenses, or fees required shall be the responsibility of the Proposer. No separate or additional payment will be made for these costs. Adherence to all applicable code regulations, Federal, State, County, the City of Fort Pierce, etc., are the responsibility of the Proposer. The selected Proposer shall be responsible for knowledge of and compliance with all relative local, state and Federal codes and regulations.

**15. PROPOSAL PREPARATION COST**

The cost to prepare the proposal in its entirety shall be the full responsibility of the proposer.

**16. INDEMNIFICATION**

The parties recognize that the Proposer is an independent Contractor. Proposer agrees to assume liability for and indemnify, hold harmless, and defend The City of Fort Pierce, its commissioners, mayor, officers, any appointed committee members, employees, agents, and attorneys of, from, and against all liability and expense, including reasonable attorney's fees, in connection with any and all claims, demands, damages, actions, causes of action, and suits in equity of whatever kind or nature, including claims for personal injury, property damage, equitable relief, or loss of use, arising directly or indirectly out of or in connection with any negligent and/or deliberate act or omission of the Proposer, its officers, employees, agents, and representatives. Proposer's liability hereunder shall include all attorney's fees and costs incurred by The City of Fort Pierce in the enforcement of this indemnification provision. This includes claims made by the employees of the Proposer against The City of Ft. Pierce and the Proposer hereby waives its entitlement, if any, to immunity under Florida Statutes. The obligations contained in this provision shall survive termination of this Agreement and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. Nothing contained in the foregoing indemnification shall be construed to be a waiver of any immunity or limitation of liability The City of Fort Pierce may have under the doctrine of sovereign immunity or Florida Statutes.

**17. REQUEST FOR ADDITIONAL INFORMATION**

The proposer shall furnish such additional information as the City of Fort Pierce may reasonably require. The City reserves the right to make investigations of the qualifications of the proposer as it deems appropriate. During the proposal evaluation, the City of Fort Pierce reserves the right to request additional written information to assist in the evaluation of these qualifications.

### SECTION III

**18. ACCURACY OF QUALIFICATION INFORMATION**

Any Proposer which submits in its proposal to The City of Fort Pierce any information which is determined to be substantially inaccurate, misleading, exaggerated, or incorrect, shall be disqualified from consideration.

**19. PROHIBITION AGAINST CONTINGENT FEES**

It shall be unethical for a person to be retained, or to retain any company or person, other than a Bonafide employee working solely for the Proposer to solicit or secure a Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a Bonafide employee working solely for the Proposer, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from award or making of this Contract. For the breach or violation of this provision, The City of Fort Pierce shall have the right to terminate the Contract at its sole discretion, without liability and to deduct from the Contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

**20. CONTRACTOR'S AUTHORIZED SIGNATURE.**

The bid shall be signed by an official authorized to bind the contractor in a contractual agreement. The contractor shall provide the following information: Name, address, and telephone number, and email address of the individual(s) with authority to negotiate and contractually bind the contractor. It is also necessary that the name of a contact individual be given to those who can respond to questions generated during the evaluation process.

**21. NOTIFICATIONS**

The City of Fort Pierce official website for notices, Bids, addendums, and other documents is located at <https://www.cityoffortpierce.com> . Bidders are also advised that [www.demandstar.com](http://www.demandstar.com) is one of the City's sourcing methods of notices, addendums, bids, and other documented communications for the procurement process. The City is not under any obligation and does not guarantee that Bidders will received email notifications concerning the posting, amendment or close of solicitations. Bidders are responsible for checking [www.demandstar.com](http://www.demandstar.com) or <https://www.cityoffortpierce.com> for information and updates concerning solicitations or contract the Purchasing Division.

**22. CONE OF SILENCE**

The City observes a cone of silence and policies for ethical and professional behavior on all advertised solicitations. Potential bidders and their agents must not communicate in any way with the City Commission, City Manager or the City Staff other than the Purchasing Manager in reference to or relation to this solicitation. This restriction is effective from the time of bid advertisement until an award is made by the City Commission. Such communication may result in disqualification.

## SECTION IV

# STATEMENT OF WORK

### 1. INTRODUCTION AND PURPOSE

The City of Fort Pierce Police Department (hereinafter referred to as the "Agency"), located in the State of Florida, is issuing this Request for Proposal (RFP) to solicit competitive proposals from qualified vendors for **integrated law enforcement technology solutions**. This RFP is issued in accordance with applicable Florida procurement laws and the City's procurement policies.

The purpose of this RFP is to:

- Procure innovative and reliable technology solutions to enhance law enforcement operations;
- Identify vendors capable of providing the required products, services, training, and ongoing support;
- Ensure a transparent, competitive process that promotes fairness, accountability, and best value for the Agency.

### 2. BACKGROUND

The Agency is committed to leveraging modern technology to improve public safety, operational efficiency, and data-driven decision-making. The Agency currently uses technology from Axon Enterprise, Inc., which integrates key law enforcement tools in a user-friendly environment. These tools—such as body-worn cameras, automated activation sensors, lasers, drones, fleet cameras, license plate readers, evidence management systems, and software for managing and redacting video—are essential to departmental operations. Additionally, the Department's interview cameras have reached end-of-life and must be replaced, with selection dependent on compatibility with the Department's digital evidence storage solution. The Agency seeks to enhance, integrate, or replace with scalable, interoperable solutions.

The contract with Axon Enterprise, Inc. will expire in October 2026. This Request for Purchase is to solicit competitive proposals in an open market to ensure that the Department is not overlooking other viable options in the marketplace as it relates to cost and functionality.

Competing companies must be able to provide an integrated solution comparable to that which Axon Enterprise, Inc. currently provides. A deviation from Axon Enterprises, Inc., as the company of choice, will require the competing company to provide a technical solution to transfer and store the current repository of digital evidence stored by the Department in Axon Evidence. To ensure efficiency and preserve the integrity of digital evidence, seamless integration between the suite of products is also a requirement. The department must also consider the cost of training, and the decommissioning and installation of equipment as a factor in its decision to identify a recipient for contract award.

The Agency recognizes the importance of technology that can:

- Facilitate real-time information sharing across departments;
- Improve officer safety and situational awareness;
- Support compliance with state and federal law enforcement standards;

## SECTION IV

- Integrate seamlessly with existing infrastructure and future technology initiatives.

### 3. **SCOPE OF SERVICES**

Respondents are requested to provide comprehensive proposals for integrated law enforcement technologies and services. Proposals should address, at a minimum, the following components and capabilities:

#### 3.1 **Video, Audio, and Use-of-Force Technologies**

- Body-Worn Camera (BWC) systems
- Automated activation sensors (e.g., firearm, CEW/Taser, vehicle, light bar, siren)
- Conducted Electrical Weapons (CEWs/Tasers) with data capture and integration
- Fleet cameras and in-car video systems
- Interview room cameras and recording systems
- Unmanned Aircraft Systems (UAS/Drones) for public safety operations, including docking stations where applicable

#### 3.2 **Detection, Monitoring, and Intelligence Technologies**

- License Plate Recognition (LPR) systems (fixed, mobile, trailer-based)
- Real-time alerts, hotlists, and investigative search tools
- Integration with crime analysis and intelligence platforms

#### 3.3 **Evidence Management and Video Processing**

- Digital Evidence Management Systems (DEMS)
- Secure evidence ingestion, storage, and chain-of-custody tracking
- Management of video, audio, and images across multiple device types
- Video translation, transcription, and metadata tagging
- Redaction tools (manual and automated) for faces, license plates, and audio
- Export, sharing, and disclosure workflows compliant with Florida public records laws

#### 3.4 **Software Interfaces and System Integration**

- Platforms to manage, correlate, and analyze data from multiple technologies
- Application Programming Interfaces (APIs) and middleware solutions
- Interoperability with CAD, RMS, JMS, and prosecutor systems
- Integration with state and federal systems (e.g., FDLE, FBI CJIS)
- Cloud-based, on-premises, or hybrid deployment models

#### 3.5 **Data Security, Compliance, and Governance**

CJIS compliance and security controls

Compliance with Florida Statutes Chapters 119 and 934, as applicable

Data encryption at rest and in transit

Role-based access controls, authentication, and audit logs

Retention schedules, legal holds, and records disposition tools

## SECTION IV

### 4. **OBJECTIVES**

The objectives of this RFP are to:

- Identify vendors with demonstrated experience providing integrated law enforcement technology solutions to municipal or state agencies;
- Evaluate proposals for technical capability, cost-effectiveness, scalability, and alignment with Agency requirements;
- Select a vendor that offers a solution that is reliable, secure, and compliant with applicable laws and standards;
- Ensure timely implementation with minimal disruption to ongoing law enforcement operations.

### 5. **DATE OWNERSHIP AND POST-TERMINATION ACCESS**

All City data, including Extracted Data and documents, are the property of the City. The Contractor shall make such data available to the City upon request and for not less than ninety (90) days following contract expiration or termination, in a mutually agreed, machine-readable format.

### 6. **LICENSING, REGISTRATION, AND LEGAL COMPLIANCE (FLORIDA)**

Proposers must be duly authorized to transact business in the State of Florida. If organized outside Florida (e.g., a Delaware corporation), the firm must be registered as a foreign entity with the Florida Department of State and in active status on Sunbiz at the time of award.

Contractor shall comply with all applicable federal, state, and local laws and regulations, which may include, without limitation: Florida Public Records requirements (Chapter 119, Florida Statutes, including §119.0701 as applicable to contractors); Florida's Sunshine Law (Chapter 286, F.S.); State procurement provisions (Chapter 287, F.S., as applicable); and E-Verify requirements (§448.095, F.S.).

Contractor shall implement commercially reasonable information-security controls appropriate for municipal data, including access logging for sensitive data.

### 7. **EVALUATION METHOD**

#### **ADMINISTRATIVE REVIEW ON A PASS / FAIL BASIS**

Proposal will undergo an initial review, on a PASS/FAIL determination, where indicated in the bid document, to verify that requirements of bid submission are met. Failure to meet requirements may result in the rejection of the bid or the bid being deemed non-responsive.

- The City shall be the sole judge of its own best interests, the proposal, and the resulting negotiated agreement. The City reserves the right to investigate the financial capability, reputation, integrity, skill, business experience, and quality of performance under similar

## SECTION IV

operations of each Proposer, including stockholders and principals, before making an award. Awards, if any, will be based on both an objective and subjective comparison of Proposal and Proposers. The City's decisions will be final. The City of Fort Pierce shall appoint an **Evaluation Committee consisting of at least three members** to review and evaluate all submitted proposals and establish a list in order of preference of no fewer than three Proposers deemed to be the most qualified to provide the service requested based on the criteria set below.

### 8. **REJECTION CRITERIA**

Proposals could be deemed non-responsive and disqualified from consideration if any of the following conditions apply. (Note: this list is not all-inclusive):

- The City did not receive the proposal package prior to the submittal deadline. The bid response is found to have concealed or contained false and/or misleading information.
- Your firm is not licensed with the Florida Secretary of State to do business in Florida.
- All forms included with the application were not signed and/or submitted.
- Required questions, instructions, or forms within the bid package are incomplete or missing.

## SECTION V

### INSTRUCTIONS FOR PREPARING PROPOSALS

#### **GENERAL INFORMATION**

The complete proposal shall contain the following information and shall be submitted in the order shown below. Please address each section in your proposal submission and divide each section of your proposal, with identifying tabs.

#### **RULE FOR PROPOSALS**

The proposer must name all persons or entities interested in the proposal as principals. The proposer must declare that it is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

The City does not guarantee a minimal amount of work or compensation for any of the Respondents selected for contract negotiations, and the City reserves the right to seek additional assistance from other firms if the City finds this to be in the City's best interest.

#### **SUBMISSION REQUIREMENTS/FORMAT**

- Submit your proposal in the order listed below, with each section clearly labeled.
- Ensure all required attachments, forms, and certifications are included.
- The proposal must be signed by an authorized representative.

Respondents should provide a complete and well-organized response addressing all components of the Scope of Services (**Section III**).

#### **Tab 1 - Company Information**

- Legal name, address, and primary contact information
- Overview of company experience providing law enforcement technology solutions
- Number of years in business and relevant certifications

#### **Tab 2 - Technology Solutions**

- Describe all proposed products, solutions, or services, including technical specifications and capabilities
- Explain integration and interoperability with existing systems (e.g., CAD, RMS, JMS, prosecutor systems)
- Indicate deployment model (cloud-based, on-premises, or hybrid)
- Confirm compliance with Florida Statutes Chapters 119 and 934, CJIS standards, and other applicable regulations

#### **Tab 3 - Implementation Services**

- Provide a detailed project management and implementation plan, including timelines and milestones
- Describe data migration, system configuration, and integration approach
- Include training programs for staff and administrators, both on-site and remote
- Explain user documentation, knowledge transfer, and change management support

#### **Tab 4- Maintenance and Upgrades / Training & Support**

- Describe ongoing technical support, helpdesk availability, and service level commitments

## SECTION V

- Detail software maintenance, system upgrades, and enhancements
- Explain scalability and future-proofing of proposed solutions
- Include training refreshers, updates, and continuing education opportunities as part of support

### Tab 5 - Security and Data Governance

- Provide details on security controls, encryption, and role-based access
- Explain evidence management, retention schedules, legal hold procedures, and audit logging
- Confirm compliance with CJIS, Florida Statutes, and other applicable laws

### Tab 6 - References

- Provide at least three (3) references from comparable law enforcement agencies, including contact information and a description of services provided

### Tab 7 - Cost Proposal

- Include detailed pricing for all products, services, licenses, training, maintenance, and support
- Optional: Separate pricing for individual components or add-ons
- Include any recurring fees, subscription costs, or optional service costs

### Tab 8 - Additional Data

Include any completed forms or documentation not associated with the previous tabs and any additional information the proposer considers pertinent for consideration. This tab should also include any required forms referenced in **Section V – Required Forms** that were not covered under previous tabs.

## EVALUTION CRITERIA

The following represent the principal selection criteria which will be considered during the evaluation process: The City’s evaluation criteria will include, but shall not be limited to, the following:

EVALUATION CRITERIA	DESCRIPTION	POINTS
<b>Technology Solutions</b>	Quality, functionality, and innovation of proposed technology solutions, including integration, interoperability, and deployment model.	<b>25</b>
<b>Implementation Services</b>	Clarity and feasibility of implementation plan, project management approach, data migration, system configuration, and staff training.	<b>20</b>
<b>Maintenance and Upgrades/Training &amp; Support</b>	Ongoing technical support, service levels, system maintenance, upgrades, scalability, and training programs	<b>15</b>
<b>Security &amp; Data Governance</b>	Compliance with CJIS, Fla Statutes Chapters 119 and 934, encryption, access controls, audit logs, evidence management, and records retention.	<b>15</b>
<b>References and Experience</b>	Relevant experience with comparable law enforcement agencies, including successful deployments and references.	<b>10</b>

## SECTION V

<b>Cost and Value</b>	Total cost for all products, services, training, maintenance, and support. Value relative to quality and functionality.	<b>15</b>
<b>TOTAL POINTS</b>		<b>100</b>

The City of Fort Pierce reserves the right to negotiate a contract with the highest evaluated proposer as determined by the Evaluation Committee. The City of Fort Pierce reserves the right to negotiate with the selected proposer the exact terms and conditions of the contract. Should negotiations with the highest evaluated proposer not produce an acceptable contract, the City of Fort Pierce reserves the right to begin negotiations with the second highest qualified proposer, and so on, until an acceptable contract is negotiated, or to break off negotiations with all firms and not award a contract.

The responsibility for final selection and award of a contract rests solely with the City of Fort Pierce.

**NOTES:**

**Mandatory Compliance**

Proposals failing to meet mandatory requirements may be deemed non-responsive and removed from consideration

**Demonstrations/Oral Presentations**

The Agency reserves the right to request vendor demonstrations, clarifications or oral presentations. Such presentations will provide firms with an opportunity to answer any questions the Committee may have on a firm's proposal. Not all firms may be asked to make such oral presentations. Scores may be adjusted based on these interactions.

**Best Value Award:**

The contract will be awarded to the vendor providing the best overall value, considering both technical capabilities and cost.

## SECTION VI

# REQUIRED FORMS



---

**All required forms are mandatory, pass/fail submittals and must be included with the bid response; failure to do so will result in the bid being deemed non-responsive. Omissions **shall not** be corrected after bid opening.**

## **SUMMARY OF REQUIRED FORMS**

### **Form No. 1 – Certificate Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion (1 page)**

The prospective contractor of the recipe must certify by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or Agency.

### **Form No. 2 – Drug Free Workplace Certification (1 page)**

If your company does not have a Drug Free Workplace Program, you must mark this form N/A and return it with your bid package. If your company has a Program, sign and return the form.

shall be attached to the proposal form.

### **Form No. 3 – Public Entity Crimes (3 pages)**

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 of CATEGORY TWO for a period of thirty- six (36) months from the date of being placed on the convicted vendor list.

### **Form No. 3 – E-Verify Affidavit (1 page)**

Shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Consultant during the term of the contract; and shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

### **Form No. 4 – Affidavit Regarding the Use Coercion for Labor or Service (2 page)**

The Affidavit must be completed by a person authorized to make this attestation to make this attestation on behalf of the Bidder/Proposer for the purpose of submitting a bid, proposal, quote, or other response, or otherwise entering into a contract with the County. The associated bid, proposal, quote, or other response will not be accepted unless and until this completed and executed Affidavit is submitted to the County.

### **Form No. 5 – Conflict of Interest Statement (1 page)**

This RFP is subject to the State of Florida Code of Ethics and the Palm Beach County Code of Ethics. Accordingly, there are prohibitions and limitations on the employment of City officials and employees and contractual relationships providing a benefit to the same. Firms are highly encouraged to review these Codes in order to ensure compliance with the same. If any proposer violates or is a party to a violation of an applicable Code of Ethics, such proposer may be disqualified from performing the work described in this RFP or from furnishing the goods or services for which this RFP is submitted and may be further disqualified from bidding on any future RFPs (or other procurement requests and invitations) for work or for goods or services for the City.



## **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180

- (1). The prospective recipient of Federal assistance funds certifies, by Response, that it is in compliance with the requirements of 2 C.F.R. Part 180 and that neither it, its principals, nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
  
- (2). Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Response.

### **ATTESTATION**

By signing this report, I certify to the best of my knowledge and belief that the foregoing is true, complete, and accurate. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Sections 3729-3730 and 3801-3812).

**Company Name**

---

**Name and Title of Authorized Representative**

---

**Signature**

---

**Date**

---



## DRUG~FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certified that \_\_\_\_\_ does:

*(Name of Business)*

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business 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 proposed a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under Bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employees community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

\_\_\_\_\_  
*Proposer's Signature*

\_\_\_\_\_  
*Date*

# PUBLIC ENTITY CRIMES AFFIDAVIT

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 by City of Fort Pierce  
(Print name of the public entity).  
by \_\_\_\_\_  
(Print individual's name and title)  
for \_\_\_\_\_  
whose business address is \_\_\_\_\_  
(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: On the attached sheet). Required as per the IRS Form W-9.

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

- c. 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. I understand that a "person" as defined in Paragraph 287.133(1)(c), 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.

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

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

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

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH 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 OR ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

PERSONALLY APPEARED BEFORE ME, the undersigned authority

\_\_\_\_\_  
(Name of individual signing) Who, after first being sworn by me, affixed his/her signature in  
the space provided above on this day \_\_\_ of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
**(NOTARY PUBLIC)**

**My Commission Expires:** \_\_\_\_\_



# E-VERIFY AFFIRMATION STATEMENT

**Description:**     Integrated Law Enforcement Technology

Pursuant to Section 448.095, Florida Statutes, Contractor/Proposer/Responder acknowledges and agrees:

- (a) to register with and use the E-Verify System to verify the work authorization status of all persons employed by the Contractor/Proposer/Responder to perform employment duties during the term of the Contract, and
- (b) to require any subcontractor (as defined in Section 448.095, Florida Statutes) assigned by Contractor/Proposer/Respondent to perform work pursuant to the Contract to register with and use the E-Verify System to verify the work authorization status of all persons employed by the subcontractor during the term of the Contract, and
- (c) if Contractor/Proposer/Responder enters into a contract with a subcontractor, Contractor/Proposer/Responder shall obtain an affidavit from every subcontractor stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and the Contractor/Proposer/Responder shall maintain a copy of such affidavit for the term of the Contract, and
- (d) the Contractor/Proposer/Bidder shall use the E-Verify System during the term of the Contract, as a condition of the Contract.

Contractor/Proposer/Bidder Company Name: \_\_\_\_\_

Authorized Company Person's Signature: \_\_\_\_\_

Authorized Company Person's Title: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

Sworn (or affirmed) and subscribed before me by means of  physical presence or  online notarization this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_, who is  personally known or  produced identification (ID produced: \_\_\_\_\_).

Signature: \_\_\_\_\_(Seal) NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

COUNTY OF \_\_\_\_\_

Sworn (or affirmed) and subscribed before me by means of  physical presence or  online notarization

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

by who is

- personally known or
- produced identification (ID produced: \_\_\_\_\_).

Notary Public Signature: \_\_\_\_\_ (Seal)

Print Name: \_\_\_\_\_ My Commission Expires: \_\_\_\_\_



# CONFLICT OF INTEREST STATEMENT

**Request for Proposals: Intergraded Law Enforcement Technology**  
**RFP No.: 2026-026**

The integrity of the procurement process requires that proposers disclose any actual, potential, or perceived conflicts of interest that may exist regarding this solicitation.

In accordance with applicable Florida law, ethical standards, and best practices recommended by the **National Institute of Governmental Purchasing**, all proposers must disclose any relationship or circumstance that could give rise to a conflict of interest or the appearance of a conflict of interest in connection with this solicitation or any resulting contract.

## Disclosure Statement

The undersigned proposer hereby certifies the following (check one):

           **No Conflict of Interest**

The proposer certifies that no officer, director, employee, agent, or representative of the proposer has any financial interest, business relationship, or personal relationship with any employee, official, or elected official of the City of Fort Pierce that would create a conflict of interest or give the appearance of a conflict of interest in connection with this solicitation.

           **Potential or Actual Conflict of Interest Disclosed**

The proposer certifies that the following potential or actual conflict of interest exists and is disclosed below. Attach additional pages if necessary.

Description of Relationship or Conflict:

---

---

---

Name(s) of Individual(s) Involved:

---

Position/Relationship with Proposer:

---

Relationship to City of Fort Pierce Employee/Official (if applicable):

---

## Certification

By signing below, the proposer certifies that:

1. The information provided in this disclosure is true and complete to the best of the proposer's knowledge.
2. The proposer agrees to promptly disclose any conflict of interest that may arise during the solicitation process or during the term of any resulting contract.
3. The proposer understands that failure to disclose a conflict of interest may result in:
  - Disqualification from the solicitation,
  - Termination of any resulting contract, or
  - Other remedies available under applicable law or procurement policies.

**Proposer Name:** \_\_\_\_\_

**Authorized Representative Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Request for Taxpayer Identification Number and Certification

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

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p><b>2</b> Business name/disregarded entity name, if different from above</p>	
	<p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC      <input type="checkbox"/> C Corporation      <input type="checkbox"/> S Corporation      <input type="checkbox"/> Partnership      <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions.</p>	<p>Requester's name and address (optional)</p>
	<p><b>6</b> City, state, and ZIP code</p>	
	<p><b>7</b> List account number(s) here (optional)</p>	

**Part I Taxpayer Identification Number (TIN)**

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

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

<b>Social security number</b>								
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<b>or</b>								
<b>Employer identification number</b>								
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**Part II Certification**

Under penalties of perjury, I certify that:

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

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

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

### General Instructions

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

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

### Purpose of Form

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

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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



# CITY OF FORT PIERCE RFP SUBMITTAL CHECKLIST

RFP Name: Integrated Law Enforcement Technology

RFP No.: 2026-026

Company Name: \_\_\_\_\_

Phone No.: \_\_\_\_\_

## THIS PAGE MUST BE INCLUDED AS THE FIRST PAGE OF YOUR SUBMITTAL

This checklist is provided to assist Proposers in preparing a complete response. It identifies key documents required for a compliant submission. The checklist is provided for convenience only. Proposers are responsible for reviewing the entire Request for Proposal (RFP) and ensuring all requirements are satisfied.

<b>Submission Method</b>	
Please indicate the method of submission	
<ul style="list-style-type: none"> <li>• Hardcopy Submission</li> </ul>	
<ul style="list-style-type: none"> <li>• Electronic Submission</li> </ul>	
<b>Hardcopy Submission Requirements</b>	
Submit the following in a sealed proposal package:	
<ul style="list-style-type: none"> <li>• One (1) Original Proposal</li> <li>• One (1) Flash Drive and</li> <li>• 3 copies of sealed proposal</li> </ul>	
<b>Electronic Submission Requirements</b>	
Submit the proposal in PDF Formant using one of the following methods not later than 3:00 PM EST on the solicitation due date	
<ul style="list-style-type: none"> <li>• Via Demandstar Website, (<a href="http://www.demandstar.com">www.demandstar.com</a>)</li> <li>• By email to: <a href="mailto:purchasing@cityoffortpiece.com">purchasing@cityoffortpiece.com</a></li> </ul>	
<b>Required Submittal Documents</b>	
Please confirm the following documents are included in your proposal:	
Request for Proposal Acknowledgement Form (page 1)	
Proof of proper licensing as stated in proposal documents	
Proof of Insurance	
Required Form No. 1 – Certificate Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion	
Required Form No. 2 – Drug Free Workplace Certification	
Required Form No. 3 – Public Entity Crimes	
Required Form No. 4 – Affidavit Regarding the Use Coercion of Labor or Services	
Required Form No. 5 – Conflict of Interest Statement	
Signed Addenda (if issued)	

### Proposer Certification

The Proposer acknowledges that the information provided in response to this RFP will be relied upon by the City in the evaluation and award process. The Proposer certifies that all information submitted is true, accurate, and complete. Any omission or misrepresentation that materially affects the proposal may result in rejection of the proposal or, if discovered after award, termination of the contract.