

SECTION VII. BIDDER CHECKLIST

This checklist is provided to assist each Bidder in the preparation of their bid response. Included in this checklist are important requirements, which is the responsibility of each Bidder to submit with their response in order to make their response fully compliant. This checklist is only a guideline it is the responsibility of each Bidder to read and comply with the Invitation to Bid in its entirety. Carefully read and become familiar with the Instructions to Bidders, General Provisions, Special Provision and Special Conditions (CDBG) and Technical Provisions, Permits, Plans and Insurance Requirements and Forms (some of the forms will not be utilized until construction).

- 1. Fill out and sign **Bid Form/Statement of Organization (acknowledge addenda, bond information, subcontractors and suppliers, if applicable).**
- 2. Fill out **Bid Price Schedule (unit prices must be filled in every block).**
- 3. Provide **State of Florida Registration** (<http://www.sunbiz.org/search.html>)
- 4. Fill out and sign the **Non-Collusive Affidavit** and have it properly notarized.
- 5. Fill out and sign the **Conflict of Interest Form**
- 6. Fill out the **Reference Form**
- 7. Fill out and Sign the **Vendor Drug Free Workplace Form.**
- 8. Fill out and sign **Public Entity Crime Information**
- 9. Fill out and sign **No Lobbying Affidavit**
- 10. Fill out and sign the **SWORN STATEMENT: THE FLORIDA TRENCH SAFETY ACT**
- 11. Fill out and sign the **EQUIPMENT LIST**
- 12. Fill out and sign the **SCRUTINIZED BUSINESSFORM**
- 13. Provide **any additional documentation requested** within the Bid Document. *N/A*
- 14. **Submit ONE (1) Original AND ONE (1) Copy of submittal.**
- 15. Provide **USB drive** (pdf of submittal)
- 16. Include and utilize the **Bid Bond provided in this packet**

Clearly mark the sealed bid with the **BID NUMBER AND BID NAME** on the outside of the package.

City of North Port Finance Department/Purchasing Division
Alla V. Skipper, CPPB, Senior Contract Administrator
4970 City Hall, Suite 337
North Port, Florida 34286

RFB NO. 2020-34 GARDEN OF THE FIVE SENSES WALKING TRAIL

- **PERFORMANCE AND PAYMENT BOND form attached, (for the awarded contractor to turn in at the pre-construction meeting.**

Date: 2/21/20

Signed (Person authorized to bind the company): 

Name (printed): Ross Russo Title: VP

(THIS PAGE MUST BE COMPLETED AND SUBMITTED)

BID FORM

STATEMENT OF ORGANIZATION

Name of Business: Jon F. Swift, Inc.

DBA (if any): Jon F. Swift Construction

Type of Entity (Sole Proprietor, Corporation, LLC, LLP, Partnership, etc.): LLC

Business Address: 2221 8th St., Sarasota, FL 34237

Mailing Address (if applicable): 2221 8th St., Sarasota, FL 34237

Phone: 941-951-6100 Fax: 941-954-4369

E-Mail: ross@jonswiftinc.com

Name/Title of person authorized to bind: Ross Russo, Vice President

Bidder is authorized to do business in the State of Florida? Yes or No

If yes, what is your State document number? Attach copy

Your organization has been in business (under this firm's name) as a Florida Profit Corporation

Is this firm in bankruptcy? Yes or No

Contractor License #: CGC057668 License Issued to: Jason F. Swift

FEIN #: 59-1897037

COMPANY NAME: Jon F. Swift, inc.

NAME/TITLE OF PERSON AUTHORIZED TO BIND: Ross Russo, Vice President

This page must be completed and submitted

The undersigned acknowledges receipt of the following addenda, and the cost, if any, of such revisions has been included in the bid price.

Addendum No.	1	Dated	2/13/2020	Addendum No.		Dated	
Addendum No.	2	Dated	2/14/2020	Addendum No.		Dated	
Addendum No.		Dated		Addendum No.		Dated	
Addendum No.		Dated		Addendum No.		Dated	

BID BOND AND PERFORMANCE/PAYMENT BOND

BID BOND: ACCOMPANYING THIS PROPOSAL IS Bidder's Bond (insert: "cash", "bidder's bond", or "certified check", as the case may be) in an amount equal to at least 5% of the total amount of the bid, payable to the City of North Port. Cashier's checks will be returned to all bidders after award of bid.

Note: Failure to submit a bid bond will be cause for rejection of bid.

The undersigned deposits the above-named security as a proposal guarantee and agrees that it shall be forfeited to the City as liquidated damages in case this proposal is accepted by the City and the undersigned fails to execute a contract with the City as specified in the contract documents accompanied by the required labor and material and faithful performance bonds with sureties satisfactory to the City, and accompanied by the required certificates of insurance coverage. Should the City be required to engage the services of an attorney in connection with the enforcement of this bid, bidder promises to pay City's reasonable attorneys' fees incurred with or without suit.

PERFORMANCE AND PAYMENT BOND: The undersigned agrees, if awarded this bid, to furnish a Performance and Payment Bond in the amount of 100% of the total project price within ten (10) calendar days after notification of award to the Purchasing Department. The undersigned shall be responsible and bear all costs associated to record Performance and Payment Bond with Sarasota County Clerk's Office. Receipt of said recording and a certified copy of the Bond shall be furnished to the Purchasing Division at the time of the pre-construction meeting.

All contract documents (i.e.; performance and payment bond, cashier's check, bid bond) shall be in the name of "City of North Port".

COMPANY NAME: Jon F. Swift, inc.

NAME/TITLE OF PERSON AUTHORIZED TO BIND: Ross Russo, Vice President

This page must be completed and submitted

SUMMARY OF PAY ITEMS
BID SCHEDULE - SUMMARY OF PAY ITEMS

It is understood that the estimated summary of pay item quantities are approximate only and are solely for the purpose of facilitating the comparison of bids, and that the Contractor's compensation shall be computed upon the basis of the actual quantities in the completed work, whether they be more or less than those shown.

Preparation of Bid Schedules: Contractor MUST use the bid schedule provided in this document or in excel format by the City (**DO NOT RECREATE THIS FORM**). All blank spaces in the Bid Form must be filled in legibly.

Bidder should not reference the words "No Charge, N/A, included, dash, etc." in any of the blocks. Bidder must identify a monetary amount for each UNIT PRICE line item and the extended price (unless the unit price is "x" out by the City).

If bidder is not providing a bid price for an item, zero (0) must be designated on that line item. Failure to identify a monetary amount in any of the UNIT PRICE line items may cause bidder to be deemed non-responsive and bid response be rejected. In case of discrepancy between unit price and extended price, the unit price will govern. Apparent errors in extension will be corrected.

MEASUREMENT OF QUANTITIES: The Contractor shall submit quantities measured in accordance with the Technical Specifications. The quantities of work performed and submitted will be verified and/or adjusted by the City. The City verified or adjusted measurements shall be final and binding. All work computed under the contract shall be measured according to the United States Standard Measurement and Weights. The City does not assume any responsibility that the final quantities will remain in accord with estimated quantities, nor shall the Contractor claim misunderstanding or deception because of such estimate of quantities. The estimated quantities of work to be done and material to be provided may be increased, decreased, or omitted, as provided herein. Any increase in quantities shall be approved by the City prior to any work.

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GO TO NEXT PAGE FOR SCHEDULE***

COMPANY NAME: Jon F. Swift, inc.

NAME/TITLE OF PERSON AUTHORIZED TO BIND: Ross Russo, Vice President

This page must be completed and submitted

DO NOT PDF THE EXCEL SPREADSHEET WHEN SAVING ON USB DRIVE WITH SUBMITTAL

CONTRACTOR NAME Jon F. Swift, Inc

RFB NO. 2020-34 Garden of the Five Senses Improvement Project

BID FORM - ATTACHMENT E

Item No.	Description	Qty.	Units	Unit Price	Amt.
I. GENERAL					
101-1	Mobilization	1	LS	\$ 19,775.51	\$ 19,775.51
1001-1	Surveying, Stakeout and Record Drawings	1	LS	\$ 8,775.00	\$ 8,775.00
				SUBTOTAL =	28,550.51
II. RECREATIONAL TRAIL					
104-1	Erosion and Sediment Control, incl. Silt Fence (interior/exterior of trail)	1940	LF	\$ 2.57	\$ 4,985.80
104-15	Soil Tracking Prevention Device	1	LS	\$ 4,725.00	\$ 4,725.00
110-1	Clearing and Grubbing	1	LS	\$ 3,375.00	\$ 3,375.00
110-2	Tree Removal, incl. Tree Removal Permit	5	EA	\$ 1,147.50	\$ 5,737.50
110-100	Tree Protection and Preservation	1	LS	\$ 1,620.00	\$ 1,620.00
120-1	Excavation and Grading	1	LS	\$ 2,430.00	\$ 2,430.00
285	Optional Base Course, ASTM No. 57 Stone, Minimum 4" Depth	480	SY	\$ 24.98	\$ 11,990.40
522-1	4" Concrete Pad (10' x 4')	14	SY	\$ 101.25	\$ 1,417.50
570-1	Performance Turf (Sod, Bahia)	1000	SY	\$ 8.78	\$ 8,780.00
M-0	Flexible Porous Pavement (Flexi-Pave) 1.5" Depth incl. Filter Fabric	4211	SF	\$ 13.50	\$ 56,848.50
M-0-1	Flexible Porous Pavement (Flexi-Pave) 1" Depth, incl. Filter Fabric	120	SF	\$ 13.50	\$ 1,620.00
M-1	Trash Receptacle - Model: PR-32 (Perforated Pattern), Color: Green, with Round Dome Lid Model No. RT-32, include Heavy Duty Plastic Liner Model No. PL-32 and Surface Mount Kit Model No. SM KIT-32	3	EA	\$ 1,215.00	\$ 3,645.00
M-2	Park Bench - Company: Jayhawk Plastics, Inc., Model: Central Park, 6' Recycled Plastic, Color: Green, Model No. PB 6 GRECP	3	EA	\$ 877.50	\$ 2,632.50
				SUBTOTAL =	\$ 109,807.20
III. RESTROOM MODIFICATIONS					
M-3	Indicator Deadbolt - Company: Falcon, Model: D271	2	EA	\$ 675.00	\$ 1,350.00
M-4	6"x9" ADA Restroom Handicap Accessible Sign	2	EA	\$ 67.50	\$ 135.00
M-5	10" Decal for Restroom Doors "Caution Automatic Door"	2	EA	\$ 67.50	\$ 135.00
M-6	Stanley Low-Energy Swing Door Operator (2), Surface Mounted Wireless Push Plates (4) [1 Year Parts and Labor Warranty and Electric Strike]	1	LS	\$ 12,602.25	\$ 12,602.25
M-7	Installation of Conduit, Hardwire of 120 V/5 Amps and Electric Strike	1	LS	\$ 1,728.00	\$ 1,728.00
				SUBTOTAL =	15,950.25

IV. TWO ADDITIONAL PARKING SPACES - POROUS PAVEMENT (PERMA-DRIVE)		Qty.	Units	Unit Price	
104-2	Erosion and Sediment Control, incl. Inlet Protection	1	LS	\$ 2,025.00	\$ 2,025.00
110-7	Removal of Existing Pavement, Curb and Sidewalk	1	LS	\$ 1,687.50	\$ 1,687.50
120-1	Excavation and Grading	1	LS	\$ 2,025.00	\$ 2,025.00
285	Optional Base Course, ASTM No. 57 Stone, Minimum 4" Depth	58	SY	\$ 24.98	\$ 1,448.84
520-001	Concrete Curb Type "D"	18	LF	\$ 81.00	\$ 1,458.00
520-002	Concrete Edge Restraint	47	LF	\$ 54.00	\$ 2,538.00
520-2-2S	Recycled Plastic Wheel Stops	2	EA	\$ 270.00	\$ 540.00
522-2	4" Concrete Sidewalk Curb Ramp	18	SY	\$ 135.00	\$ 2,430.00
527-2	Detectable Warning Devices	1	EA	\$ 1,012.50	\$ 1,012.50
570-1	Performance Turf (Sod, Bahia)	75	SY	\$ 8.78	\$ 658.50
700-1-11	Single Sign and Post with Handicapped Parking Signs	2	AS	\$ 270.00	\$ 540.00
710-90	Painted Pavement Markings (6" White & 6" Blue), Optional Handicap Pavement Symbols 3' or 5' high (White)	1	LS	\$ 2,227.50	\$ 2,227.50
M-0.0	Porous Pavement (Perma-Drive) 1.5" Depth, incl. Filter Fabric	522	SF	\$ 35.10	\$ 18,322.20
				SUBTOTAL =	\$ 36,913.04
SUMMARY					
I. GENERAL					\$ 28,550.51
II. RECREATIONAL TRAIL					\$ 109,807.20
III. RESTROOM MODIFICATIONS					\$ 15,950.25
IV. TWO ADDITIONAL PARKING SPACES - POROUS PAVEMENT (PERMA-DRIVE)					\$ 36,913.04
				TOTAL =	\$ 191,221.00

Detail by Entity Name

Florida Profit Corporation

JON F. SWIFT, INC.

Filing Information

Document Number	611130
FEI/EIN Number	59-1897037
Date Filed	02/26/1979
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	08/22/2019
Event Effective Date	NONE

Principal Address

2221 8TH ST
SARASOTA, FL 34237

Changed: 03/18/1996

Mailing Address

2221 8TH ST
SARASOTA, FL 34237

Changed: 03/18/1996

Registered Agent Name & Address

SWIFT, JON F
2221 8TH ST.
SARASOTA, FL 34237

Name Changed 08/04/2009

Address Changed: 01/13/2020

Officer/Director Detail

Name & Address

Title CEO

SWIFT, JON F
2221 8TH ST.
SARASOTA, FL 34237

Title PD

SWIFT, JASON F.
2221 8TH ST.
SARASOTA, FL 34237

Title VP

Russo, Ross J
2221 8TH ST.
SARASOTA, FL 34237

Title VP

Williams, Justin L
2221 8TH ST.
SARASOTA, FL 34237

Title ST

LEGLER, EMMALEE
2221 8TH ST
SARASOTA, FL 34237

Annual Reports

Report Year	Filed Date
2018	01/29/2018
2019	02/25/2019
2020	01/13/2020

REFERENCES AND QUALIFICATIONS AND EXPERIENCE

Bidder not demonstrating minimum similar and acceptable experience shall be deemed non-responsible. Documentation demonstrating that bidder meets this minimum requirement (**AS PER SP-21**) shall be stated in the below along with reference contact information and additional documentation may be submitted with your Submittal Package (**attach additional sheets if necessary**).

1. Business/Customer Name: Manatee County

Name of Contact Person: Michael DiPinto (no longer at County) Telephone# _____

E-mail: _____

Project Description/Location: Robinson Preserve - 1.73 miles of new rubberized trail - Manatee County

Contract Term: From 1/2018 TO 3/2018

Contract Price \$ 968,475 Contract Price at Completion of the Project \$ 968,475

2. Business/Customer Name: Sarasota County Schools

Name of Contact Person: Rusty Brock Telephone# 941-316-8143

E-Mail: rusty.brock@sarasotacountyschools.net

Project Description/Location: Venice High School - new rubberized track - Venice, FL

Contract Term: From 7/2017 TO 1/2018

Contract Price \$ 849,476 Contract Price at Completion of the Project \$ 849,476

3. Business/Customer Name: Town of Longboat Key

Name of Contact Person: Mark Richardson Telephone# 941-361-6411 ext. 2212

E-Mail: mrichardson@longboatkey.org

COMPANY NAME: Jon F. Swift, inc.

NAME/TITLE OF PERSON AUTHORIZED TO BIND: Ross Russo, Vice President

This page must be completed and submitted

Project Description/Location: Bayfront Park - Renovation of entire public park including multipurpose pathway for biking and jogging - Longboat Key, FL

Contract Term: From 2/2017 TO 11/2017

Contract Price \$ 3,500,000 Contract Price at Completion of the Project \$ 3,500,000

4. Business/Customer Name: City of Sarasota

Name of Contact Person: Todd Kucharski Telephone# 941-954-4198

E-Mail: _____

Project Description/Location: Conversion of grass field to artificial turf field at Robert L. Taylor Community Complex

Contract Term: From 2/2016 TO 9/2016

Contract Price \$ 2,132,786 Contract Price at Completion of the Project \$ 2,132,786

5. Business/Customer Name: _____

Name of Contact Person: _____ Telephone# _____

E-Mail: _____

Project Description/Location: _____

Contract Term: From _____ TO _____

Contract Price \$ _____ Contract Price at Completion of the Project \$ _____

COMPANY NAME: Jon F. Swift, inc.

NAME/TITLE OF PERSON AUTHORIZED TO BIND: Ross Russo, Vice President

This page must be completed and submitted

EQUIPMENT LIST

Equipment is located at: 2221 8th St., Sarasota, FL 34237

The following is a listing of your equipment, inclusive of manufacturer, year and condition. Condition to be listed in accordance with the following scale: **1-Excellent; 2-Good; 3-Fair; 4-Poor.** (Attach additional sheets, if required.)

DESCRIPTION	MANUFACTURER	YEAR	CONDITION	LEASED/OWNED (IF LEASED, DATE OF EXPIRATION)
Dump Truck	Ford	2005	3	Owned
Truck	Ford	2003	3	Owned
Skid Steer	CAT	2012	3	Owned
Mule	Kawasaki	2018	3	Owned

SOURCE OF SUPPLY AND SUBCONTRACTOR FORM

The following sources of supply and subcontractors shall be used for the **GARDEN OF THE FIVE SENSES WALKING TRAIL**. If bidder does not have a source of supply or subcontractor, insert "to be determined". When a source or subcontractor is determined, selection will be subject to City approval. (If not applicable, state N/A).

SUBCONTRACTOR(S)
(PLEASE INCLUDE ADDRESS/TELEPHONE NUMBER)

1. Care Electric/5622 Sarah Ave, Sarasota, FL 34233/(941) 925-3367
2. Suncoast Commercial Door & Hardware/1862 Apex Rs, Sarasota, FL 34240/(941) 927-1080
3. KB Industries/4600 140 Ave N, STE 200, Clearwater, FL 33762/(727)723-3300
4. Bennett Contracting/6029 33rd St E, Bradenton, FL 34203/(941) 756-8200

SUPPLIER(S)

1. American Locksets/154 Acres Rd, Monroe, NY 10950
2. Home Depot/411 Cattleman Rd, Sarasota, FL 34233
3. Bliss Products/6831 Sweetwater Rd, Lithia Springs, GA 30122
4. HD Supply/2525 12th Street, Sarasota, FL 34237

COMPANY: Jon F. Swift, inc

SIGNATURE:  Ross Russo, Vice President

This page must be completed and submitted

CONFLICT OF INTEREST FORM

F.S. §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City either directly or indirectly. Therefore, please indicate if the following applies:

PART I.

- I am an employee, public officer or advisory board member of the City
_____ (List Position or Board)
- I am the spouse or child of an employee, public officer or advisory board member of the City
Name: _____
- An employee, public officer or advisory board member of the City, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of [§112.313], indirect ownership does not include ownership by a spouse or minor child.
Name: _____
- Respondent employs or contracts with an employee, public officer or advisory board member of the City
Name: _____
- None of The Above

PART II:

Are you going to request an advisory board member waiver?

- I will request an advisory board member waiver under §112.313(12)
- I will NOT request an advisory board member waiver under §112.313(12)
- N/A

The City shall review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any bidders whose conflicts are not waived or exempt.

COMPANY: Jon F. Swift, inc.

SIGNATURE:  Ross Russo, Vice President

This page must be completed and submitted

PUBLIC ENTITY CRIME INFORMATION

As provided by F.S. §287.133, 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 bid on a contract to provide any goods or services to a public entity, may not submit a bid 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, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

I, Ross Russo, being an authorized representative of the Respondent,
Jon F. Swift, Inc., located at 2221 8th St.

City: Sarasota State: FL Zip Code: 34237, have read and understand
the contents above. I further certify that Respondent is not disqualified from replying to this solicitation because of F.S.
§287.133.

Signature:  Date: 2/17/20

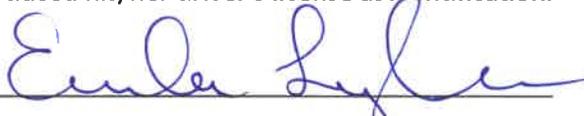
Telephone #: 941-951-6100 Fax #: 941-954-4369

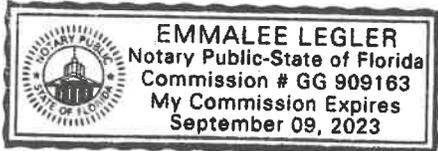
Federal ID #: 59-189-7037 DUNS #:

STATE OF Florida
COUNTY OF Sarasota

Sworn to and subscribed before me this 17th day of February, 2020 by Ross Russo

who is personally known to me or has produced his/her driver's license as identification.


Notary Public - State of Florida



Print Name: Emmalee Legler
Commission No: GG 909163

THIS PAGE MUST BE SUBMITTED

NON-COLLUSIVE AFFIDAVIT

State of Florida

County of Sarasota

SS.

}

Before me, the undersigned authority, personally appeared:

Ross Russo who, being first duly sworn, deposes and says that:

1. He/She is the Officer (Owner, Partner, Officer, Representative or Agent) of Jon F. Swift, Inc., the Respondent that has submitted the attached reply;

2. He/She is fully informed respecting the preparation and contents of the attached reply and of all pertinent circumstances respecting such reply;

3. Such reply is genuine and is not a collusive or sham reply;

4. Neither the said Respondent nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Respondent, firm, or person to submit a collusive or sham reply in connection with the work for which the attached reply has been submitted; or have in any manner, directly or indirectly sought by agreement or collusion, or communication or conference with any Respondent, firm, or person to fix the price or prices in the attached reply or of any other Respondent, or to fix any overhead, profit, or cost elements of the reply price or the reply price of any other Respondent, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the reply work.

Signed, sealed and delivered this 17th day of February, 2020.

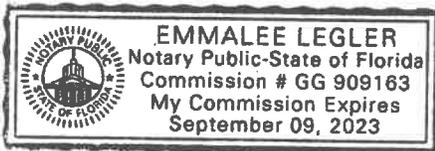
By: [Signature]

Ross Russo
(Printed Name)
Vice President
(Title)

STATE OF Florida

COUNTY OF Sarasota

Sworn to and subscribed before me this February, 2020, by Ross Russo who is personally known to me or has produced his/her driver's license as identification.



[Signature]
Notary Public - State of Florida

Print Name: Emmalee Legler

Commission No: GG 909163

COMPANY: Jon F. Swift, Inc.

SIGNATURE: Ross Russo, Vice President

This page must be completed and submitted

LOBBYING CERTIFICATION

"The undersigned hereby certifies, to the best of his or her knowledge and belief, that":

STATE OF FLORIDA

COUNTY OF SARASOTA

This 17th day of February of 2020

Ross Russo, being first duly sworn, deposes and says that he or she is the authorized representative of Jon F. Swift, Inc. (Name of the contractor, firm or individual), and that the vendor and any of its agents agree to have no contact or communication with, or discuss any matter related in any way to any active City of North Port solicitation, with any City of North Port elected officials, officers, their appointees or their agents or any other staff or outside individuals working with the city in respect to this request other than the designated Procurement Official Contact and to abide by the restrictions outlined in the General Terms and Conditions of the Solicitation. Technical questions directed to the project manager, is prohibited. These persons shall not be lobbied, either individually or collectively, regarding any questions for bid, proposal, qualification and/or any other solicitations released by the city. To do so is grounds for immediate disqualification from the selection process. The selection process is not considered final until such a time as the Commission has made a final and conclusive determination.

(a) No City appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence either directly or indirectly an officer or employee of the City, City Commission in connection with the awarding of any City Contract.

(b) If any funds other than City appropriated funds have been paid or will be paid to any person for influencing or attempting to influence a member of City Commission or an officer or employee of the City in connection with this contract, the undersigned shall complete and submit Standard Form-L "Disclosure Form to Report Lobbying", in accordance with its instructions.

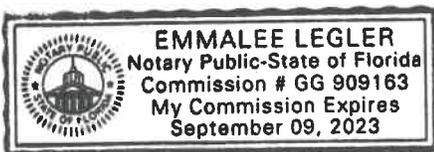
Signed, sealed and delivered this 17th day of February 2020

By: [Signature]

Ross Russo
(Printed Name)
Vice President
(Title)

STATE OF Florida
COUNTY OF Sarasota

Sworn to and subscribed before me this 17th day of February, 2020, by Ross Russo who is personally known to me or has produced his/her driver's license as identification



[Signature]
Notary Public - State of Florida
Print Name: Emmalee Legler
Commission No: GG 909163

THIS PAGE MUST BE SUBMITTED

DRUG FREE WORKPLACE FORM

The undersigned Respondent in accordance with Florida Statute §287.087 hereby certifies that
Jon F. Swift, Inc. does:
(Company Name)

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's policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid 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 employee's 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 Respondent complies fully with the above requirements.

Check one:

- As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.
- As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.


Signature

Ross Russo
Print Name

2/21/20
Date

This page must be completed and submitted

SWORN STATEMENT: THE FLORIDA TRENCH SAFETY ACT
(Complete if applicable)

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC BY AN OFFICER AUTHORIZED TO ADMINISTER OATHS.

2020-34

Garden of the Five Senses

1. This Sworn Statement is submitted with Bid No. _____ for the construction of Walking Trail
2. This Sworn Statement is submitted by Jon F. Swift, Inc. whose business address is 2221 8th St., Sarasota, FL 34237 and (if applicable) its Federal Employer Identification Number (FEIN) is 59-1897037.
3. My name is Ross Russo
(PRINTED OR TYPED NAME OF INDIVIDUAL SIGNING) and hold the position of Vice President with the above entity.
4. The Trench Safety Standards that will be in effect during the construction of this Project are Florida Statute Section 553.60-55.64, Trench Safety Act, and OSHA Standard.
5. The undersigned assures that the entity will comply with the applicable Trench Safety Standards and agrees to indemnify and hold harmless the County and ENGINEER, and any of their agents or employees from any claims arising from the failure to comply with said standard.
6. The undersigned has appropriated \$ 1.00 per linear foot of trench to be excavated over 5' deep for compliance with the applicable standards and intends to comply by instituting the following procedures: Sloping banks
7. The undersigned has appropriated \$ 1.00 per square foot for compliance with shoring safety requirements and intends to comply by instituting the following procedures: Trench boxes
8. The undersigned, in submitting this Bid, represents that he or she has reviewed and considered all available geotechnical information and made such other investigations and tests as he or she may deem necessary to adequately design the trench safety system(s) he or she will utilize on this Project.

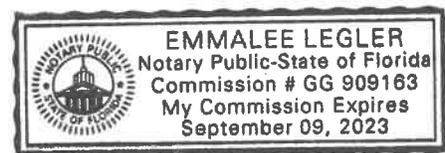
[Signature] Vice President
Authorized Signature/Title

Sworn to and subscribed before me
this 2/17/2020
(date)

[Signature]
Notary Public Signature

My Commission Expires: GG909163

(Notary Seal)



Scrutinized Company Certification Form

Company Name: Jon F. Swift, Inc.
Authorized Representative Name and Title: Ross Russo, Vice President
Address: 2221 8th St. City: Sarasota State: FL ZIP: 34237
Phone Number: 941-951-6100 E-mail Address: ross@jonfswiftinc.com

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Florida Statutes, section 215.4725, or is engaged in a boycott of Israel.

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with the City of North Port for goods or services of \$1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Florida Statutes, section 215.473, or with companies engaged in business operations in Cuba or Syria.

CHOOSE ONE OF THE FOLLOWING

- This bid, proposal, contract or contract renewal is for goods or services of less than \$1 million. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel.
- This bid, proposal, contract or contract renewal is for goods or services of \$1 million or more. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes, section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel, is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria.

I understand that pursuant to Florida Statutes, section 287.135, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the above-named company to civil penalties, attorney's fees and costs.

Certified By: 
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Ross Russo, Vice President

Date Certified: 2/21/20

Solicitation/Contract/PO Number (Completed by Purchasing): _____

CITY OF NORTH PORT

BID BOND

In Compliance with F.S. Chapter 255.051

STATE OF FLORIDA, CITY OF NORTH PORT

KNOW ALL BY THESE PRESENTS, that Jon F. Swift, Inc, authorized by law to do business as a General contractor in the State of Florida, as Principal, and Federal Insurance Company, a Corporation chartered and existing under the laws of the State of Indiana, as Surety, with its principal offices in the City of Whitehouse Station, NJ, and authorized to do business in the State of Florida, and in accordance with Section 255.051, Florida Statutes, are held and firmly bound unto the City of North Port, Florida, in the full and just sum of 5% of the Total Bid Price, in good and lawful money of the United States of America, to be paid upon demand by the City of North Port, to which payment well and truly to be made, we bind ourselves, our heirs, executors, administrators, and assigns, joint and severally and firmly by these presents.

The condition of the obligation is such, that whereas the Principal has submitted the attached Bid, dated February 21, 2020, for **(Contract No. 2020-34 GARDEN OF THE FIVE SENSES WALKING TRAIL)**.

NOW, THEREFORE, if the Principal shall withdraw said bid prior to the date of opening the same, or shall within 10 days after the prescribed forms are presented to him for signature enter into a written Contract with City of North Port, Florida, in accordance with the bid as accepted and give a Performance and Payment Bond with good and sufficient surety or sureties as may be required for the faithful performance and proper fulfillment of such Contract and for the prompt payment of all persons furnishing labor or materials in connection therewith or, in the event of failure to enter into such Contract and give such bond within the time specified, if the Principal shall pay the City the difference between the amount specified in said bid and the amount for which the City may procure the required work and/or supplies provided the latter amount to be excess of the amount specified in said bid, then the above obligations shall be void; otherwise, to remain in full force and effect.

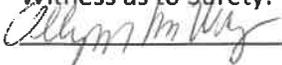
IN THE WITNESS WHEREOF, the above written parties have executed this instrument under their several seals dated February 21, 2020, the name and corporate seal of each corporate party being hereto affixed, and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Witness as to Principal:

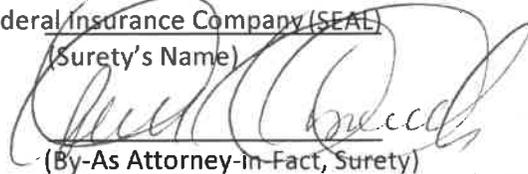
Jon F. Swift, Inc. (SEAL)
(Principal)

(By)

Witness as to Surety:



Printed Name
Federal Insurance Company (SEAL)
(Surety's Name)



(By-As Attorney-in-Fact, Surety)
April L. Lively, Florida Licensed Resident Agent

Affix Corporate Seals and attach proper Power of Attorney for Surety.

Inquiries: (407) 834-0022

Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company

Know All by These Presents, That **FEDERAL INSURANCE COMPANY**, an Indiana corporation, **VIGILANT INSURANCE COMPANY**, a New York corporation, and **PACIFIC INDEMNITY COMPANY**, a Wisconsin corporation, do each hereby constitute and appoint Paul J Ciambriello, Deborah Ann Defoe, Bryce R. Guignard, Jennifer L. Hindley, April L. Lively, Margie L. Morris, Christine A. Morton, Kelly Phelan and Allyson Foss Wing of Longwood, Florida -----

each as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than bail bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations.

In Witness Whereof, said **FEDERAL INSURANCE COMPANY**, **VIGILANT INSURANCE COMPANY**, and **PACIFIC INDEMNITY COMPANY** have each executed and attested these presents and affixed their corporate seals on this 17th day of **October, 2019**.

Dawn M. Chloros

Dawn M. Chloros, Assistant Secretary

Stephen M. Haney

Stephen M. Haney, Vice President



STATE OF NEW JERSEY

County of Hunterdon

ss.

On this 17th day of **October, 2019**, before me, a Notary Public of New Jersey, personally came Dawn M. Chloros, to me known to be Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY, the companies which executed the foregoing Power of Attorney, and the said Dawn M. Chloros, being by me duly sworn, did depose and say that she is Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY and knows the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of said Companies; and that she signed said Power of Attorney as Assistant Secretary of said Companies by like authority; and that she is acquainted with Stephen M. Haney, and knows him to be Vice President of said Companies; and that the signature of Stephen M. Haney, subscribed to said Power of Attorney is in the genuine handwriting of Stephen M. Haney, and was thereto subscribed by authority of said Companies and in deponent's presence.

Notarial Seal



KATHERINE J. ADELAAR
NOTARY PUBLIC OF NEW JERSEY
No. 2316685
Commission Expires July 16, 2024

Katherine J. Adelaar

Notary Public

CERTIFICATION

Resolutions adopted by the Boards of Directors of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY on August 30, 2016:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
- (2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such person's written appointment as such attorney-in-fact.
- (3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (4) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested."

I, Dawn M. Chloros, Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY (the "Companies") do hereby certify that

- (i) the foregoing Resolutions adopted by the Board of Directors of the Companies are true, correct and in full force and effect,
- (ii) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Whitehouse Station, NJ, this **February 21, 2020**



Dawn M. Chloros

Dawn M. Chloros, Assistant Secretary

IN THE EVENT YOU WISH TO VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT:
Telephone (908) 903-3493 Fax (908) 903-3656 e-mail: surety@chubb.com