

STATUS: PURCHASING AGENT  
REASON: WORK ASSIGNMENT 2024-30FM FOR CIRCLE OF HONOR

4

DATE: 6/27/24

REQUISITION BY: CHERYL GREINER

SHIP TO LOCATION: PARKS & REC CITY HALL

SUGGESTED VENDOR: 1133 JON F SWIFT INC

DELIVER BY DATE: 9/30/24

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	WORK ASSIGNMENT 2024-30FM FOR PRE-CONSTRUCTION SERVICES ASSOCIATED WITH THE CIRCLE OF HONOR PROJECT. COMMODITY: MANAGMENT SERVICES SUBCOMMOD: CONSTRUCTION MGMT SERV	32808.00	\$\$	1.0000	32808.00	

REQUISITION TOTAL: 32808.00

A C C O U N T I N F O R M A T I O N					
LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	15230365726300	IMPROVE OTHER THAN BLDGS	P21VET VETERAN'S MEMORIAL PARK	100.00	32808.00
					32808.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

EVER-WKAS  
WA 2024-30FM; 2023-17.004

PURCHASING DEPARTMENT  
VENDOR TRACKING  
Prior PO Total: \$0  
New PO Total: \$32,808.00  
YTD Dept Exp (Incl): \$156,159.53  
YTD CW Exp (Incl): \$181,345.04



City of North Port  
PURCHASING  
Office: 941.429.7170  
Fax: 941.429.7173  
Email: [purchasing@northportfl.gov](mailto:purchasing@northportfl.gov)



### WORK ASSIGNMENT

Jon F. Swift

CONSULTANT

CONTINUING CONTRACT NO. & TITLE

Construction Manager at Risk No 2023-17.004

### THIS WORK ASSIGNMENT

WORK ASSIGNMENT #

2024-30FM

SHORT TITLE

Circle of Honor

DATE SUBMITTED

6/21/2024

AMOUNT (LUMP SUM)

\$32,808.00

SCHEDULED COMPLETION

GMP 60 days from date of PO

### CONTRACT AND BUDGET OVERVIEW FOR FISCAL YEAR 20<sup>24</sup>

#### DEPARTMENT

TOTAL OF PREVIOUS ASSIGNMENTS	\$137,730.46
THIS WORK ASSIGNMENT	\$32,808.00
TOTAL WORK ASSIGNMENTS	\$170,538.46
ACCOUNT NO/PROJECT NO	152-3036-572-63-00 / P21VET

All work assignments require City Manager approval. In presenting this work assignment, it is understood that:

1. All associated supporting documentation and justification for this work assignment is attached hereto.
2. Unless specified herein, work does not involve watercraft, boat piers and/or other activities requiring additional workers compensation endorsements.
3. Contact or involvement with hazardous materials is not anticipated, should hazardous materials be encountered, the City shall be informed.
4. THIS WORK ASSIGNMENT SHALL NOT EXCEED \$500,000 & ANY RESULTING CONSTRUCTION SHALL NOT EXCEED \$4,000,000 PER FLORIDA STATUTE 287.055 AS AMENDED.

#### SUBMITTED BY:

	06/21/24
CONSULTANT	DATE

#### APPROVED BY:

Sandy Pfundheller	
DEPARTMENT DIRECTOR	DATE
Ginny Duyn	
PURCHASING	DATE
	
ASSISTANT CITY MANAGER	DATE

Lisa Herrmann	
BUDGET ADMINISTRATOR	DATE
Irina Kukharensko	
FINANCE DIRECTOR	DATE
	6/27/24
CITY MANAGER	DATE

**Exhibit A**

Work Assignment 2024-30FM

Circle of Honor

Scope:

Construction Manager at Risk services associated with the creation of a new park within the City of North Port City Hall Complex located at 4970 City Hall Blvd., North Port, FL 34286. City of North Port Parks and Recreation worked together with the Veterans Advisory Committee to produce conceptual images of the new park and improvements with will honor service in all branches of the US military. Conceptually, the park will feature brick pavers, memorial walls with placards, downlit flagpoles, water fountain, shade canopy, site lighting as required by code and Florida-native/friendly landscaping with irrigation. Final design will take into account preservation of the existing natural elements to the highest extent possible. Final project budget will be established according to final design, which is to be provided by Pennoni, but is estimated between \$500,000 and up to \$1,000,000.

**Exhibit B**  
**Work Assignment 2024-30FM**  
**Pre-Construction Schedule**

<u>Description</u>	Estimated Calendar Days from Notice to Proceed to Completion
Provide a GMP	60 Days



**Exhibit C**

**Work Assignment 2024-30FM**

**Fee Schedule for Work Assignment**

Fixed Fee for services described in the Scope of Services:	\$32,808.00
Owner's Contingency (not-to-exceed Amount), if authorized:	\$0.00
<b>TOTAL CONTRACT NOT-TO-EXCEED AMOUNT</b>	<b>\$32,808.00</b>

**Notes:**

1. Additional services must be authorized in writing by the City prior to performing any such services.
2. Invoicing for services rendered must be monthly.

Project: Proposal For: Approximate Construction Budget:						5/20/2024	Circle of Honor Phase I Preconstruction CM @ Risk Services \$1.5M
Preconstruction Services Phase							
Task	Position	Qty	Unit	Billing Rate	Total Cost	Task Sub-Total	
90% Design Development & Permitting							
Progress Meetings (3 ea.)	PM	6	HRS	\$ 135.00	\$ 810.00	\$ 7,680.00	
Progress Meetings (3 ea.)	APM	6	HRS	\$ 95.00	\$ 570.00	\$ 570.00	
Constructability Reviews, meetings with trades contractors	PM	8	HRS	\$ 135.00	\$ 1,080.00	\$ 1,080.00	
Budget Verification	APM	12	HRS	\$ 95.00	\$ 1,140.00	\$ 1,140.00	
Develop site utilization plan, work sequences, phasing plans, etc.	PM	8	HRS	\$ 135.00	\$ 1,080.00	\$ 1,080.00	
Report Development	PM	20	HRS	\$ 135.00	\$ 2,700.00	\$ 2,700.00	
Internal review & validation	Ops Manager	2	HRS	\$ 150.00	\$ 300.00	\$ 300.00	
GMP Estimate							
Quantity Take-off/Estimate	APM	30	HRS	\$ 95.00	\$ 2,850.00	\$ 2,850.00	
Subcontractor prequalification & Bid Packages	APM	20	HRS	\$ 95.00	\$ 1,900.00	\$ 1,900.00	
Subcontractor PreBid scope reviews/mtgs	APM	15	HRS	\$ 95.00	\$ 1,425.00	\$ 1,425.00	
Admin Support	Office Admin	80	HRS	\$ 45.00	\$ 3,600.00	\$ 3,600.00	
GMP Preparation & Contract Exhibits	PM	40	HRS	\$ 135.00	\$ 5,400.00	\$ 5,400.00	
Internal estimate review & validation	Ops Manager	4	HRS	\$ 150.00	\$ 600.00	\$ 600.00	
City Review & Negotiations	PM	6	HRS	\$ 135.00	\$ 810.00	\$ 810.00	
Permitting & Design Coordination							
Permit Submittal Packages	APM	8	HRS	\$ 95.00	\$ 760.00	\$ 1,840.00	
Building Department Comment Response & Coordination	PM	8	HRS	\$ 135.00	\$ 1,080.00	\$ 1,080.00	
Supplies, consumables, drawings							
Copies, reports & reproductions	1 LS			\$ 250.00	\$ 250.00	\$ 250.00	
Insurance & Fee							
Project Management Software	Lump Sum			\$	\$	\$ 6,453.00	
GL Insurance per limits in RFP	2.20%			\$	\$	\$ 1,615.00	
OH & P	6.00%			\$	\$	\$ 1,298.00	
Total Preconstruction Services						\$ 32,808.00	



**CITY OF NORTH PORT  
PROFESSIONAL ENGINEERING SERVICES  
NO. 2019-23  
THIS IS NOT AN ORDER**

**Date:** 9/6/2022

**Page:** 1 of 3

**CITY OF NORTH PORT  
Public Works Department  
1100 N. Chamberlain Blvd.  
North Port, Florida 34286**

**Contact Person:** Kim Humphrey, Project Manager  
**Contact Phone:** 941-223-2900  
**Contact Fax:** N/A  
**Contact Email:** [khumphrey@cityofnorthport.com](mailto:khumphrey@cityofnorthport.com)

**Reply No Later Than: September 27, 2022 @ 2:00 p.m.**

(DST)

**REQUEST FOR LETTERS OF INTEREST NO. 2022-05**

**CIRCLE OF HONOR PARK IMPROVEMENTS**

The City of North Port Public Works Department (NPPW) is currently accepting Letters of Interest from all the firms within Contract No. 2019-23, Professional Engineering Services – Continuing Services Contracts for City of North Port Public Works.

**INTENT:** It is the intent of the City to secure professional engineering services to design and permit, provide bidding assistance, and provide limited construction phase services associated with the development of a new park within the City of North Port City Hall Complex.

**BACKGROUND/SCOPE OF SERVICES:**

**BACKGROUND**

During the June 28, 2022 meeting, City of North Port Commissioners approved moved forward with design services to create a new park within the City of North Port City Hall Complex locations at 4970 City Hall Blvd., North Port, FL 34286. City of North Port Parks and Recreation worked together with the Veterans Advisory Committee to produce conceptual images of the new park and improvements (attached as reference) which will honor service in all branches of military. Conceptually, the park will feature brick pavers, memorial walls with placards, downlit flagpoles, water fountain, shade canopy, site lighting as required by code and Florida-native/friendly landscaping with irrigation. Final design should take into account preservation of the existing natural elements to the highest extent possible. Final project budget will be established according to final design, but is estimated between \$500,000 and up to \$1,000,000.

**SCOPE OF SERVICES**

**TASK 1- PROJECT MANAGEMENT AND COORDINATION**

This task will include overall project management by the consultant and coordination with attendance at project meetings, and assistance with any permitting coordination as needed. This task will include a project kickoff meeting with NPPW and Parks staff to review the project, address regulatory concerns/restrictions, and any items pertinent to the progress of the project.



Additional data may be requested as needed. The firm will work with NPPW staff to acquire the information. This may include phone calls, meetings, site visits and email communications with staff.

## **TASK 2 – DESIGN AND PERMITTING**

The selected firm shall conduct survey and data collection needed to perform design and permitting services for the new park and related amenities. Submittals shall be as follows:

- 30%:
  - Plans for review and comment by the City.
  - Pre-applications meetings with authorities having jurisdiction.
  - Estimate of probable construction cost, including any alternate material options.
- 60%
  - Feedback from permitting authorities and City staff will be incorporated into the project design for a 60% plans review.
  - Permit applications
- 90%
  - Plans having incorporated feedback from the 60% plans review and any refinement of design.
  - Detailed Engineer's Opinion of Probable Cost (EOPC) and estimated construction duration.
  - Specifications for the project will conform to the City's procurement procedures and related front-end document. Coordination with permitting agencies regarding the applications should be on-going.
- 100%
  - Include written responses to the 90% submittal review comments, technical specifications required for the project, receipt of all necessary regulatory permits, a detailed construction bid schedule in Word or Excel and a current detailed Engineer's Opinion of Probable Cost (EOPC) and duration – or confirmation each remains unchanged.
- Final plans submittal shall consist of signed and sealed plan, technical specifications and bid schedule that includes any changes from the 100% plans review comments and regulatory agency permits issued for the project.

## **TASK 3 – BID PHASE SERVICES**

The firm will attend a pre-bid meeting and assist the City in answering contractor questions of a technical nature via addenda during the bidding process. Upon issuance of the final addenda, the firm will issue a signed and sealed conforming set of plans and specifications for use by the contractor on the project.

## **TASK 4 – CONSTRUCTION PHASE SERVICES**

The firm will review submittals and answer RFI's during construction. Site visits will only be required for milestones. The firm will utilize as-built information provided by the contractor to finalize record drawings, complete construction certification forms, and submit same to the regulatory agencies to certify the project. The firm shall provide services as needed for regulatory permitting.

## **DELIVERABLES**

The firm shall provide an electronic copy of their plans, specifications, estimated construction cost, bid schedule, and details. The specifications and all other written material will be provided electronically in Word format and portable document format (pdf). Once this contract is complete, the specifications, bid form and details will become the property of the City of North Port.

## **LETTER OF INTEREST (LOI) REQUIREMENTS**

Proposals shall include a project plan which specifies the firm's understanding of project and required deliverables; ability and relevant expertise/qualifications of the firm's personnel to be used in performing the service; availability of staff and ability to meet project schedule (allowing ten business days for city review/comment of each submittal);

the firm's proposed cost saving measures for the project and enhancements for the project, if any; and provide a schedule that will meet the timeline requirements of this project.

Engineers are to provide references for at least three (3) similar projects within the last five (5) years. Name, title, email, and phone numbers are required for appropriate contact for each reference.

LOI are to include the names of all subconsultants to be used on this project.

**E-VERIFY SYSTEM:** The City, Consultant and every subconsultant shall register with and use the E-Verify system of the United States of Homeland Security to verify the work authorization status of all new employees as required by Section 448.095, Florida Statutes. A Consultant who enters into a contract with a subconsultant, must require that the subconsultant provides the Consultant a certification by affidavit stating that at the time of such certification and during the term of the contract, the subconsultant does not and will not employ, contract, or subcontract with an unauthorized alien, who is not authorized under federal law to be employed in the United States, as described in 8 U.S.C.S. 1324A (H)(3). The Consultant shall comply with all other federal laws pertaining to the subconsultant.

#### **ATTACHMENTS**

1. Conflict of Interest Form
2. Disclosure for Consultant, Engineer, Architect
3. Scrutinized Companies Form
4. Statement of Non-Submittal
5. E-Verify
6. Powerpoint Presentation as approved by Commission

*Please Note:* The Conflict of Interest Form and Disclosure for Consultant, Engineer, Architect **must be submitted** with proposals for consideration.

Any questions concerning this project must be submitted via email to Kim Humphrey at [khumphrey@cityofnorthport.com](mailto:khumphrey@cityofnorthport.com) respectively no later than **September 27, 2022**.

All firms within Contract No. 2019-23 are encouraged to submit a letter (not to exceed four (4) single-sided pages including references) that provides the above information and adequately expresses why it would be in the City's best interest to select the submitting firm(s).

**LETTERS OF INTEREST ARE TO BE DELIVERED TO THE PUBLIC WORKS DEPARTMENT  
ON OR BEFORE SEPTEMBER 27, 2022, AT 2:00 P.M. (EST) VIA EMAIL TO:**

**KIM HUMPHREY: [KHUMPHREY@CITYOFNORTHPORT.COM](mailto:KHUMPHREY@CITYOFNORTHPORT.COM)**

April 13, 2024



Kim Humphrey  
City of North Port  
1100 N. Chamberlain Blvd.  
North Port, FL 34286

**Re: Request for Letters of Interest No. 2024-30FM Circle of Honor Park Improvements**

Dear Ms. Humphrey,

Thank you for the opportunity to provide you and your team our response to this request for Circle of Honor Park Improvements. This new park in the City of North Port will be a great public amenity and we understand this project is much needed for the City of North Port's citizens. I ask that you and your team consider the following:

**We have the recent park experience to make this project a success for the City.**

Our three (3) recent projects provided to you in our reference section are recent projects that match the same scope of work outlined by the City. In fact, we successfully completed Veteran's Park in Charlotte County honoring veterans and incorporating this memorial throughout the project design.

**Our team has experience with exceptional abilities to assist the City in any Value Engineering (VE) opportunities.**

We understand that the construction economy has called for contractors to become creative in how projects are delivered on time and on budget; VE is an opportunity for our team to provide feedback and input during design to save on the project budget, yet ultimately achieving the overall project vision for the City.

**We are local.**

We live here. We work here. We raise our kids here. It is within our company's foundation to serve our community and our clients well. We intentionally target our focus on the Sarasota and Manatee County market.

Given the opportunity, I personally promise that we will do everything we can to make this project a success. Thank you again for the opportunity and we look forward to hearing from you soon.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ross Russo", is written over a light blue circular background.

**Ross Russo, Vice President**  
**Jon F. Swift Construction**



## PROJECT APPROACH

Our team is prepared to work with the City of North Port staff and design consultants to finalize the bid documents and obtain the building permits for the Circle of Honor Park Improvements. Our team will utilize our decades of relevant experience using the Construction Management at Risk process to develop the Guaranteed Maximum Price (GMP) to include Value Engineering cost alternates to evaluate price, schedule, and other benefits to include long term maintenance and aesthetics.

The cost tracking system our team implements involves you every step of the way, and truly maintains the transparency for how the GMP is created, how it was administered and maintained, and how it is closed out. This result directly stems from our experienced personnel, the management systems we employ and the relationships we build. The benefits of our preconstruction services include:

- Open Book Policy— Project financial records with complete transparency —Providing open and honest communication to allow informed financial decisions to be made as the design progresses.
- Accurate Cost Estimates—Historically within 2% of construction cost. This means maximum project scope!
- Comprehensive Logistics Planning—Increased safety, increased efficiencies, reduced costs
- Comprehensive Scheduling—Includes design, long lead procurement, construction, and close-out.
- Comprehensive Design Reviews for Constructability—Increased quality control, reduced costs with minimal change management.

It is important to verify that all the subcontractors bidding on the project are qualified to perform the work. Some of the factors that we look at include successful past direct experience, the design consultant's recommendation, current workload, manpower availability, location, bonding, past relevant experience and the project staff. When the subcontractors are prequalified correctly, the award process is simply the lowest complete bid.

We will also assess the current market conditions to identify potential long lead items which could delay the project schedule. We will evaluate opportunities for early procurement during preconstruction to identify possible owner direct purchases to potentially help accelerate the procurement schedule and assist the overall project budget with possible tax savings. Our project management team will be led by our Vice President, Ross Russo who will perform all preconstruction, permitting, procurement and construction deliverables. Ross will also have support from Zachary Holladay, Assistant Project Manager for submittals, RFIs and GMP development along with on-site supervision from superintendents, Chuck Bears and Kevin Bowen, who will share the on-site supervision duties for when subcontractors are actively working on site. **We are proposing to offer the site supervision from both superintendents associated with Hurricane Ian Repairs which is anticipated to be ongoing at the same time. This plan will ensure that costs are kept as low as possible by not dedicating full time supervision when no work is active on site.**

Our team will also work with the City of North Port staff to develop our site logistics plan to ensure that stakeholders always have maximum safe access to the park during construction. Our team will start with a logistics planning meeting with all key stakeholders. In this meeting, we will develop a detailed comprehensive plan to establish safe work zone parameters, construction delivery routes with mutually agreed upon schedules, material storage areas and a communications hierarchy.



## PROJECT APPROACH

We will also include the preparation of our site-specific Hurricane/Severe Weather Preparation Plan. This plan will include pre and post storm contact lists to include contact and phone numbers for all key contacts along with checklists at 72, 48, 36, and 24 hours prior to the anticipated storm event to ensure that the construction site is properly secured and protected for the coming storm. Once all parties agree, this document will be used as reference throughout the remainder of the project.

Our team will refine the proposed site logistics plans as necessary to protect trees and other environmental restrictions. Various fencing materials along with yodock barricades and wayfinding signage will provide physical separation from the public and we will include clear messaging of trespassing and safety advisories at all construction access points. Construction notice signs will also be installed at the park entrances to provide notification of construction and any site-specific public access restrictions. Additional signage will also be posted to direct material delivery personnel to the designated staging and parking area(s). This site logistics plan will be reviewed daily and shall be further refined during construction as conditions warrant.

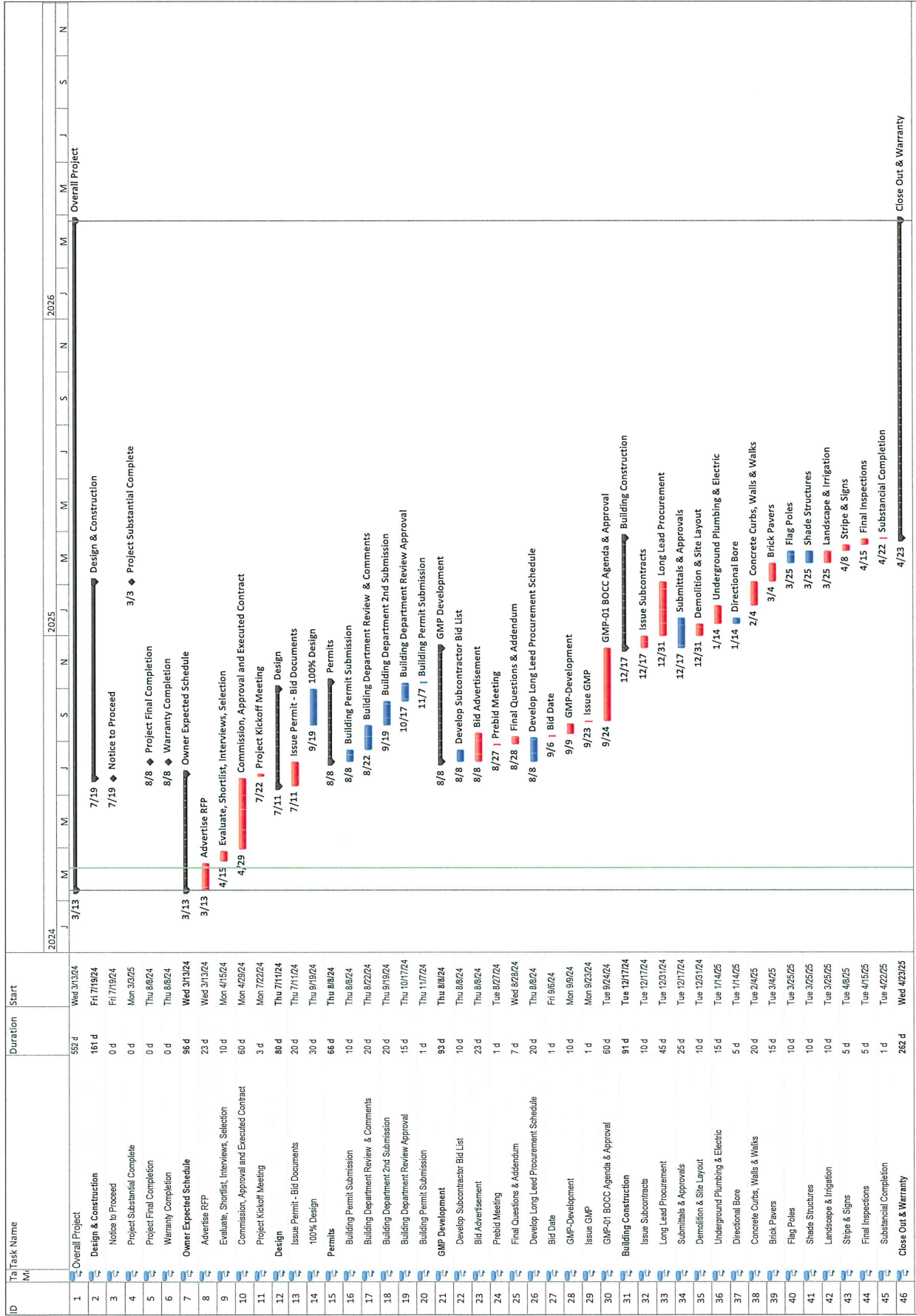
Our company is known for achieving the highest quality possible on every project. Quality assurance is the responsibility of every Swift team member in our organization. Quality control begins during preconstruction, where our team will provide constructability reviews to guide the design consultants using value management and accurate budgets to ensure that the correct products are selected for the project. We understand the unique environmental conditions here in southwest Florida and will provide our 45 years of lessons learned to provide the best construction practices in our local market. Additionally, we bring decades of experience building legacy projects and can ensure that we will utilize best local craftsmen available to achieve the level of finishes necessary for the Circle of Honor Park improvements.

## REFERENCES

PROJECT	CONTACT INFORMATION
<b>VETERANS MEMORIAL PARK</b> The William R Gaines Veterans Memorial Park in Port Charlotte is dedicated to the service of local military and first responders and their service to the community.	Travis Perdue, Facilities, Construction & Maintenance Director Travis.Perdue@charlottecountyfl.gov (941) 743-1398
<b>MANATEE HISTORICAL COURTHOUSE</b> This legacy project was the final piece to the vision and efforts of Manatee County Clerk of Circuit Court and Comptroller, Chips Shore. The project scope consisted of several memorials and monuments surrounding the courtyard between the New and Historic Courthouse grounds.	Chips Shore, Former Clerk of the Circuit Court & Comptroller- Manatee County - Deceased
<b>THE BAY</b> The Bay scope is a multi-phased public park with attributions throughout the 23 acre park to the supporters and contributors. Throughout the park are monuments, artwork and and signature architectural assets that highlight various stages and milestones.	A.G. Lafley, CEO - The Bay Conservancy ag.lafley@bayparkconservancy.org (941) 203-5316



Circle of Honor  
(Preliminary Schedule-Subject to Change)



**CONFLICT OF INTEREST FORM**

Florida Statutes Section 112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City of North Port, Florida ("City") either directly or indirectly.

**PART I.** *[Select and complete all that apply]:*

☐ I am an employee, public officer, or advisory board member of the City.

Identify the position and/or board: \_\_\_\_\_

☐ I am the spouse or child of an employee, public officer, or advisory board member of the City.

Identify the name of the spouse or child: \_\_\_\_\_

☐ I am an employee, public officer or advisory board member of the City, or my spouse or child, is an officer, partner, director, or proprietor of Respondent/Contractor or has a material interest in Contractor. "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 Florida Statutes Section 112.313, indirect ownership does not include ownership by a spouse or minor child.

Identify the name of the person and the entity \_\_\_\_\_

☐ Bidder/Contractor employs or contracts with an employee, public officer, or advisory board member of the City.

Identify the name of the employee, public officer, or advisory board member  
\_\_\_\_\_

☒ None of the Above


**PART II: Will you 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 will review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any Contractor whose conflicts are not waived or exempt.

  
\_\_\_\_\_  
Signature of Person Authorized to Bind the Contractor  
Ross Russo  
\_\_\_\_\_  
Printed Name  
Vice President  
\_\_\_\_\_  
Title  
06/21/24  
\_\_\_\_\_  
Date



## **DISCLOSURE FORM FOR CONSULTANT/ENGINEER/ARCHITECT**

Please select only one of the following three options:

**Print Form**

**Clear All Fields**

☒

Our firm has no actual, potential, or reasonably perceived, **financial\*** or **other interest\*\*** in the outcome of the project.

☐

Our firm has a potential or reasonably perceived **financial\*** or **other interest\*\*** in the outcome of the project as described here:

\_\_\_\_\_.

Our firm proposes to mitigate the potential or perceived conflict according to the following plan:

\_\_\_\_\_.

☐

Our firm has an actual **financial\*** or **other interest\*\*** in the outcome of the project as described here:

\_\_\_\_\_.

**\*What does "financial interest" mean?**

If your firm, or employee(s) of your firm working on the project (or a member of the employee's household), will/may be perceived to receive or lose private income depending on the government business choices based on your firm's findings and recommendations, this must be listed as a financial interest. An example would be ownership in physical assets affected by the government business choices related to this project. The possibility of contracting for further consulting services is not included in this definition and is not prohibited.

**\*\*What does "other interest" mean?**

If your firm, or employee(s) of your firm working on the project (or a member of the employee's household), will/may be perceived to have political, legal or any other interests that will affect what goes into your firm's findings and recommendations, or will be/may be perceived to be affected by the government business choices related to this project, this must be listed as other interest.

**BUSINESS NAME:** Jon F Swift, Inc.

**NAME (PERSON AUTHORIZED TO BIND THE COMPANY):** Ross Russo

**SIGNATURE:** \_\_\_\_\_ **DATE:** 06/21/2024

**SCRUTINIZED COMPANY CERTIFICATION FORM**

Contractor Name: Jon F Swift, Inc.  
 Authorized Representative Name and Title: Ross Russo - Vice President  
 Address: 2221 8th Street City: Sarasota State: FL ZIP: 34237  
 Phone Number: 941-951-6100 Email 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 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:

  
 Signature of Contractor's Authorized Representative

\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Date

**VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM**

The undersigned Vendor/Consultant/Contractor (Vendor), after being duly sworn, states the following:

1. Vendor is a person or entity that has entered into or is attempting to enter into a contract with the City of North Port (City) to provide labor, supplies, or services to the City in exchange for salary, wages or other remuneration.
2. Vendor has registered with and will use the E-Verify System of the United States Department of Homeland Security to verify the employment eligibility of:
  - a. All persons newly hired by the Vendor to perform employment duties within Florida during the term of the contract; and
  - b. All persons, including sub-contractors, sub-vendors or sub-consultants, assigned by the Vendor to perform work pursuant to the contract with the City.
3. If the Vendor becomes the successful Contractor who enters into a contract with the City, then the Vendor will comply with the requirements of Section 448.095, Fla. Stat. "Employment Eligibility", as amended from time to time.
4. Vendor will obtain an affidavit from all subcontractors attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien as defined in 8 United States Code, Section 1324A(H)(3).
5. Vendor will maintain the original affidavit of all subcontractors for the duration of the contract.
6. Vendor affirms that failure to comply with the state law requirements can result in the City's termination of the contract and other penalties as provided by law.
7. Vendor understands that pursuant to Florida Statutes, section 448.095, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the Vendor named in this certification to civil penalties, attorney's fees and costs.

VENDOR: Jon F. Swift, Inc. (Vendor's Company Name)

Certified By:   
AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Ross Russo - Vice President

Date Certified: 06/21/2024

Request for Letter of Interest

Contract No 2023-17 Construction Manager at Risk Services

RLI 2024-30FM Circle of Honor Park Improvements

Evaluation Criteria	Value	Consultant Scores		
		Jon F. Swift	Wharton -Smith	
Qualification of the Firm	0 – 5	5	5	
Key Personnel	0 – 5	3	4	
Proficiency in Similar Projects	0 – 5	3	3	
Project Understanding / Approach	0 – 5	3	3	
Innovative / Cost Saving Ideas	0 – 5	5	3	
Total Score		16	15	

Jon F. Swift : Limited content on Superintendents experience, provided extensive innovative cost saving ideas.

Wharton-Smith: provided project experience, provided limited cost saving alternatives.

Reviewer member Signature

4/16/24

Date



Request for Letter of Interest

Contract No 2023-17 Construction Manager at Risk Services

RLI 2024-30FM Circle of Honor Park Improvements

Evaluation Criteria	Value	Consultant Scores		
		Jon F. Swift	Wharton -Smith	
Qualification of the Firm	0 – 5	5	5	
Key Personnel	0 – 5	4	4	
Proficiency in Similar Projects	0 – 5	4	4	
Project Understanding / Approach	0 – 5	5	5	
Innovative / Cost Saving Ideas	0 – 5	4	3	
Total Score		22	21	

Jon F. Swift :

Wharton-Smith:



Reviewer member Signature

4/19/24

Date

Request for Letter of Interest

Contract No 2023-17 Construction Manager at Risk Services

RLI 2024-30FM Circle of Honor Park Improvements

Evaluation Criteria	Value	Consultant Scores	
		Jon F. Swift	Wharton -Smith
Qualification of the Firm	0 – 5	5	5
Key Personnel	0 – 5	4	5
Proficiency in Similar Projects	0 – 5	5	4
Project Understanding / Approach	0 – 5	4	4
Innovative / Cost Saving Ideas	0 – 5	5	4
Total Score		23	22

Jon F. Swift : Nice detailed schedule. Relevant projects presented

Wharton-Smith: Good consideration to site safety with regard to City Hall traffic, and preserving existing natural elements. Schedule is very high level – projects presented have some park features, but are primarily large administration projects.

\_\_\_\_\_  
Reviewer member Signature

\_\_\_\_\_  
Date