

RESOLUTION NO. 2022 - 429

**A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO AWARD RFQ NO: 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY TO STG COUNTRACTING GROUP, INC. AS THE TOP RANKED FIRM AND TO EXECUTE A DESIGN-BUILD CONTRACT FOR COMPLETION OF PHASE 1 OF THE PROJECT, WITH INTENT OF BRINGING THE NEGOTIATED GMP AMENDMENT BACK TO THE BOARD FOR APPROVAL.**

**RECITALS**

**WHEREAS**, the New County Branch Library will be built at 315 Meadowlark Lane, St. Augustine, FL 32092, which is needed due to the extensive growth in the area. The successful completion of this project will provide the area with an approximately 14,000 square foot library with meeting and study rooms, offices, children areas, and flex space; and

**WHEREAS**, through the County's Formal RFQ process, STG Contracting Group, Inc. was identified as the highest ranked firm through evaluation of submitted qualifications and subsequent interviews in accordance with Section 287.055 Florida Statutes; and

**WHEREAS**, County Staff finds that entering into a contract for this project serves a public purpose, and

**WHEREAS**, the contract has been negotiated and both parties have agreed to the provisions and scope subject to Board approval, and

**WHEREAS**, the project will be funded by SJC Public Works Department.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA**, as follows:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution and such Recitals are adopted as findings of fact.

Section 2. The County Administrator, or designee, is hereby authorized to award RFQ No: 22-75 to STG Contracting Group, Inc. as the top ranked firm.

Section 3. Upon Board approval, the County Administrator, or designee, is further authorized to execute the Design-Build Agreement in substantially the same form and format as the attached draft contract for completion of Phase I, with intent of bringing the negotiated GMP Amendment for Phase II back to the Board for approval.

Section 4. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

**PASSED AND ADOPTED** by the Board of County Commissioners of St. Johns County, Florida, on this 15<sup>th</sup> day of November, 2022.

**BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA**

By: [Signature]  
Chair

**ATTEST: Brandon J. Patty,**  
Clerk of Circuit Court & Comptroller

By: [Signature]  
Deputy Clerk



**Rendition Date** NOV 17 2022



**DESIGN BUILD AGREEMENT  
BETWEEN  
ST. JOHNS COUNTY AND DESIGN-BUILDER**

Design Build Agreement No: 22-MCA-STG-16998

**Table of Contents**

**ARTICLE I CONTRACT DOCUMENTS** ..... 4

1.1 The Contract Documents ..... 4

1.2 Definitions ..... 5

1.3 Independent Contractor..... 7

1.4 Design-Builder’s Continuing Duty ..... 7

**ARTICLE II THE WORK** ..... 7

2.1 Project Description ..... 7

2.2 Labor and Materials ..... 8

2.3 Design-Builder’s Technical Submittals ..... 9

2.4 Project Sequencing/Arrangement ..... 9

2.5 Payment of Costs ..... 9

2.6 Cleaning the Jobsite ..... 9

2.7 Reporting Requirements ..... 10

2.8 Project Meetings ..... 10

2.9 Title and Risk of Loss..... 10

2.10 Access to Work..... 11

2.11 Utilities ..... 11

2.12 Existing Utility Lines..... 11

2.13 Taxes..... 11

2.14 Publicity and Advertising ..... 11

2.15 County Furnished Items..... 12

2.16 Direct Purchase Program ..... 12

2.17 County’s Separate Contractors ..... 12

**ARTICLE III CONTRACT TIME**..... 13

3.1 Contract Time ..... 13

3.2 Time is of the Essence ..... 14

3.3 Liquidated Damages ..... 14

3.4 Disclaimer of Consequential Damages..... 14

3.5 Delays to the Work ..... 14

**ARTICLE IV CONTRACT PRICE AND PAYMENT**..... 15

4.1 Contract Price ..... 15

4.2 Schedule of Values ..... 19

4.3	Measurement and Payment.....	19
4.4	Progress Payments.....	19
4.5	Application for Payment.....	20
4.6	Withheld Payment.....	21
4.7	Final Inspection (Phase II Final Design and Construction).....	21
<b>ARTICLE V DESIGN-BUILDER RESPONSIBILITIES.....</b>		<b>22</b>
5.1	Performance.....	22
5.2	Authorized Representative.....	23
5.3	Environmental, Safety and Health.....	23
5.4	Ownership of Work Product.....	24
<b>ARTICLE VI PROJECT MANAGER.....</b>		<b>25</b>
6.1	Project Manager Responsibilities.....	25
6.2	Field Orders.....	25
<b>ARTICLE VII SUBCONTRACTORS.....</b>		<b>25</b>
7.1	Award of Subcontracts.....	25
<b>ARTICLE VIII CONTRACT DISPUTES/CLAIMS.....</b>		<b>26</b>
8.1	Contract Claims.....	26
<b>ARTICLE IX CHANGES IN THE WORK.....</b>		<b>27</b>
9.1	General.....	27
9.2	Changes in the Contract Time.....	27
9.3	Changes in the Contract Price.....	28
9.4	Acceptance of Change Orders.....	28
9.5	Notice to Sureties.....	28
9.6	Hazardous Waste Mitigation.....	28
9.7	Differing Site Conditions.....	29
<b>ARTICLE IX UNCOVERING WORK, STOPPING WORK,.....</b>		<b>29</b>
<b>AND ACCEPTING DEFECTIVE OR NONCONFORMING WORK.....</b>		<b>29</b>
10.1	Uncovering Work.....	29
10.2	Right to Stop Work.....	30
10.3	County May Accept Defective or Nonconforming Work.....	30
<b>ARTICLE XI CONTRACT SUSPENSION AND TERMINATION.....</b>		<b>30</b>
11.1	Suspension.....	30
11.2	Termination.....	30
<b>ARTICLE XII STANDARD OF CARE, WARRANTY AND INDEMNITY.....</b>		<b>31</b>
12.1	Standard of Care.....	31
12.2	Warranty.....	31
12.3	Extended Equipment Warranty.....	32
12.4	Indemnity.....	32
12.5	Indemnification and Subcontracts.....	33
<b>ARTICLE XIII INSURANCE AND BONDS.....</b>		<b>33</b>
13.1	Design-Builder's Insurance Requirements.....	33



13.2	Additional Insured Endorsements and Certificate Holder .....	34
13.3	Workers Compensation & Employers Liability .....	34
13.4	Commercial General Liability .....	34
13.5	Automobile Liability.....	34
13.6	Professional Liability .....	34
13.7	Builders Risk .....	34
13.8	Excess Liability.....	35
13.9	Other Requirements .....	35
13.10	Payment and Performance Bonds .....	36
ARTICLE XIV DELIVERY OF DOCUMENTS.....		36
ARTICLE XV MISCELLANEOUS.....		36
15.1	Examination of Design-Builder's Records .....	36
15.2	Backcharges.....	36
15.3	Applicable Law.....	37
15.4	Governing Law & Venue.....	37
15.5	Arbitration.....	37
15.6	Enforcement Costs.....	37
15.7	Assignment and Arrears.....	37
15.8	Severability .....	37
15.9	Section Headings .....	37
15.10	Disclaimer of Third-Party Beneficiaries.....	37
15.11	Waiver; Course of Dealing .....	37
15.12	No Waiver of Sovereign Immunity.....	38
15.13	Execution in Counterparts .....	38
15.14	Entire Contract.....	38
15.15	Survival.....	38
15.16	Scrutinized Companies Lists .....	38
15.17	Employment Eligibility and Mandatory Use of E-Verify.....	38
15.18	Equal Employment Opportunity .....	39
15.19	Public Records .....	40
15.20	Confidentiality .....	40
15.21	Anti-Ribbery.....	41
15.22	Truth-in-Negotiation Representation.....	41
15.23	Contingency Fee .....	41
15.24	Conflict of Interest .....	41
15.25	Written Notice.....	41
CERTIFICATION OF PAYMENTS TO SUBCONTRACTORS .....		44
DESIGN-BUILDER'S FINAL RELEASE AND WAIVER OF LIEN.....		45



This Design-Build Agreement (“Contract”) is made this [redacted] day of [redacted], 2022 (the “Effective Date”) by and between **ST. JOHNS COUNTY** (“County”), a political subdivision of the State of Florida, whose principal offices are located at 500 San Sebastian View, St. Augustine, FL 32084; and **STG CONTRACTING GROUP, INC.** (“Design-Builder”), a company authorized to do business in the State of Florida, with its principal offices located at: 109 Nature Walk Parkway, Suite #103 St. Augustine, FL 32092, Phone: 904-287-9898, and E-mail: [gs@stgcontractinggroup.com](mailto:gs@stgcontractinggroup.com), for **RFQ NO: 22-75; DESIGN BUILD OF NEW BRANCH LIBRARY**, hereinafter referred to as the “Project”.

In consideration of the mutual promises and covenants contained herein, the parties hereby agree as follows:

## ARTICLE I CONTRACT DOCUMENTS

### 1.1 The Contract Documents

1.1.1 The Contract Documents are the documents that shall govern the completion of the Project and shall be comprised of the following:

- a) Fully Executed Change Orders and Amendments to this Agreement;
- b) Notice(s) to Proceed;
- c) This Design-Build Agreement and all Exhibits and/or Attachments hereto;
  - i. Exhibit A – Scope of Work and Fee Proposal;
  - ii. Exhibit B – Subcontractor Scope and Services;
  - iii. Exhibit C – Phase I Schedule
- d) Field Orders signed by the County’s Project Manager;
- e) RFQ Documents and RFQ Forms with all addenda thereto for RFQ No. 22-75.

1.1.2 Documents not enumerated above are not Contract Documents and do not form part of this Contract. No terms, conditions, limitations or exclusions in Design-Build Firm’s bid/proposal documents or invoices shall be binding upon County or become part of the Contract Documents. In the event of conflicts or discrepancies, the Contract Documents shall be interpreted in the order of precedence as listed above in Section 1.1.1. Additionally, Specifications shall govern over Drawings, electronic documents shall govern over hard-copy documents, numerical dimensions shall govern over dimensions acquired by scaling, and fully executed documents shall govern over unsigned drafts.

1.1.3 Shop Drawings, Product Data, Samples and similar submittals (hereafter “Submittals”) are not Contract Documents. The County will review and take action upon Design-Build Firm’s submitted Submittals but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of Submittals is not conducted for the purpose of determining the accuracy and completeness of other details, such as dimensions and quantities, nor for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of Design-Build Firm.

1.1.4 All Submittals (whether in hard or electronic copy) prepared by or on behalf of Design-Build Firm in the course of the Work shall be the exclusive property of the County. Ownership of any proprietary information or intellectual property contained in such Submittals shall remain with Design-Build Firm. Design-Build Firm grants the County a perpetual, royalty-free, license to use, copy and allow third parties to use such Submittals and all proprietary information contained in them as may be required for the County’s internal business purposes including without limitation tendering, installing, operating, repairing, maintaining, modifying, reconstructing, replacing and/or upgrading the Work. Such license shall be capable of transfer and/or sub-licensing in whole or part without notice to or further consent of Design-Build Firm. Design-Build Firm shall not be held liable for reuse of Design-Build Firm’s Submittals by the County for purposes other than originally intended as stated in the Contract Documents.

1.1.5 Design-Build Firm is solely responsible for requesting instructions, interpretations or clarifications to the Contract Documents and is solely liable for any cost and/or expenses arising from its failure to do so. Any dispute relating to the Contract Documents, shall be resolved through good faith efforts upon the part of Design-Build Firm and the County. Should Design-Build Firm have any questions concerning interpretation or clarification of the Contract Documents, Design-Build Firm shall submit to the Project Manager in writing a request for clarification that clearly and concisely sets forth the issues for which such request is sought. Such request shall be submitted to the Project Manager by the Design-Build Firm within three (3) business days of receipt of the Contract Documents, or the direction,



interpretation or clarification thereof provided by the County. The County will render its determination concerning such interpretation or clarification, which determination shall be considered final and conclusive unless Design-Build Firm files a written protest to the County's rendered determination within fourteen (14) calendar days of receipt thereof. Design-Build Firm's protest shall state clearly and in detail the basis thereof. Failure by the Design-Build Firm to protest the County's rendered determination within fourteen (14) calendar days shall constitute a waiver by Design-Build Firm of all its rights to further protest, judicial or otherwise. The County will consider Design-Build Firm's protest and render its decision thereon, in writing, within ten (10) calendar days. If Design-Build Firm does not agree with the County's decision, Design-Build Firm shall deliver written notice to that effect to the County within three (3) business days of receipt of the County's decision.

1.1.6 Unless otherwise directed in writing, Design-Build Firm shall at all times carry on the Work and maintain its progress schedule in accordance with the requirements of the Contract and the determination of the County, pending resolution of any Contract Document Dispute. In no event will a dispute, the filing of a protest, claim or appeal, or the resolution or litigation thereof, relieve Design-Build Firm from its obligations to timely perform the Work required by the Contract and to maintain the progress schedule in accordance with the Contract.

1.1.7 Any and all Contract Documents shall remain the property of the County. Design-Build Firm is granted a limited license to use and reproduce applicable portions of the Contract Documents issued by the County appropriate to, and for use in, execution of the Work. Design-Build Firm shall have the right to keep one record set of the Contract Documents upon completion of the Work; provided, however, that in no event shall Design-Build Firm and/or Design-Build Firm's subcontractors use, or permit to be used, any or all of such Contract Documents on other projects without the specific written consent of the County.

## 1.2 Definitions

Terms used within this Agreement shall have the meaning as set forth in the St. Johns County Purchasing Policy or as provided herein. Terms defined herein for specific application to this Contract shall govern over definitions of terms provided in the St. Johns County Purchasing Policy.

1.2.1 Acceptance of the Work: Written acceptance of the Work by the County and the County's Project Manager.

1.2.2 Allowance Item: An amount proposed by Design-Build Firm for inclusion in the Contract Price for prescribed items not specified in detail. The amount of any proposed Allowance Item shall be the maximum amount paid for the specified item, unless otherwise amended in accordance with the Contract Documents.

1.2.3 Applicable Laws: All local, state, and federal laws, statutes, codes, ordinances, rules and regulations in effect at the time Work and Warranty Work is performed under this Contract.

1.2.4 Amendment: A document providing the written modification to a previously issued Contract, adding, revising, replacing, or removing terms and conditions or provisions of the Contract.

1.2.5 Claim: Any claim, liability, loss, demand, demand for arbitration, damage, lien, cause of action of any kind, obligation, responsibility, cost, expense, royalty, fee, assessment, penalty, fine, judgment, interest or award, pending or threatened, whether arising by law, contract, tort, voluntary settlement or otherwise.

1.2.6 Change Order: A document providing the written modification to a previous issued Contract, adjusting contract price, scope of work, or completion time.

1.2.7 Contract Price: The sums set forth herein under Article IV, and the GMP Amendment(s), upon execution, shall constitute the Contract Price, as may be amended by Change Order. Unless otherwise approved by the County in writing, the Contract Price includes all taxes, including without limitation, income and withholding tax of any kind and sales tax imposed by the state or by the County and paid by Design-Build Firm or any Subcontractors with respect to sales of goods purchased for the performance of the Work.

1.2.8 Contract Time: The number of calendar days between commencement and completion of the Work, established in paragraph 3.1.1 of this Contract, as may be amended by Change Order.

1.2.9 Design-Build Firm: A Supplier as defined under Florida Statute § 287.055(2)(h), to whom a Design-Build Contract is issued and who is responsible for the performance of the contract requirements including all phases of design



and construction.

1.2.10 Design-Build Work (Work): The entire design and construction or the various separately identifiable parts thereof required to be performed or furnished by Design-Build Firm under the Contract Documents. Work includes and is the result of performing or furnishing Design Services and Construction required by the Contract Documents and all labor, services, and documentation necessary to produce such Design Services and Construction; furnishing, installing, and incorporating all materials and equipment into such Construction; and related services such as testing, start-up, and commissioning, all as required by the Contract Documents.

1.2.11 Design Services: Preparation and submittal of plans, Drawings and Specifications for the Project by licensed professional engineering, architectural, and surveying firms, and other engineering and design-related services included in the Contract Documents and required to be performed by or under the supervision of a licensed professional as part of the Design-Build Work.

1.2.12 Drawings: The graphic and pictorial portions of the Contract Documents, illustrating the design, location and dimensions of the Work, generally including but not limited to, plans, elevations, sections, details, general notes, schedules and diagrams.

1.2.13 Early Work: Work, such as site development and related activities, procurement of long lead materials/equipment, and any other advanced Work, as included in the Contract Documents, or as authorized by an approved Change Order, during Phase I Design and GMP Development, that the parties agree should be performed in advance of establishment of the GMP in order to avoid any material impacts to the critical path of the Project schedule.

1.2.14 Facility: The physical facility or facilities to be designed and constructed for the County as part of the Project.

1.2.15 Facility Performance Criteria: The County's criteria for the performance of the Facility once constructed, may be divided into two parts, (i) program requirements such as the physical, functional, and quantitative needs of the Project, and (ii) performance requirements for the Facility and its component parts, including considerations of the specified quantitative and qualitative limits for inputs, the desired condition of Facility outputs, and the efficiency of the Facility in producing such outputs.

1.2.16 Final Completion: Completion of all Work in compliance with the Contract Documents, as determined by the County, and issuance of a Final Certificate for Payment.

1.2.17 Force Majeure Events: Those events that are not reasonably foreseeable and are beyond the control of both Design-Build Firm and the County, including acts of war, terrorist attacks, labor strikes, floods, earthquakes, epidemics, pandemics, riots, adverse weather conditions, and other acts of God.

1.2.18 Guaranteed Maximum Price: The maximum amount, including, but not limited to, the Design-Build Fee and the Cost of the Work, that will be paid to the Design-Build Firm to fully complete Phase II "Final Design and Construction" of the Project as set forth in the GMP Amendment(s). The Guaranteed Maximum Price ("GMP") may be modified only by Change Order or Amendment in accordance with this Contract.

1.2.19 Hazardous Conditions: Any materials, wastes, substances, and chemicals deemed to be hazardous under applicable laws, rules, codes, regulations, ordinances or policies, or the handling, storage, remediation, or disposal of which are regulated by applicable laws, rules, codes, regulations, ordinances, or policies.

1.2.20 Jobsite: Any physical location or other place on, under, in, at or through which any aspect of the Work is performed.

1.2.21 Notice to Proceed (NTPs): Written notice(s) given by the County to Design-Build Firm authorizing Design-Build Firm to proceed with the Design-Build Work and fixing the date on which the Contract Time will commence to run and identifying the corresponding Substantial Completion and Final Completion dates. The Contract Documents may specify more than one Notice to Proceed applicable to different stages and/or portions of the Design-Build Work.

1.2.22 Product Data: Illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by Design-Build Firm to illustrate materials or equipment for some portion of the Work.



1.2.23 Project: The total undertaking to be accomplished for County by engineers, contractors, and others, including planning, study, design, construction, testing, commissioning, and start-up, and of which the Work to be performed under the Contract Documents is a part.

1.2.24 Project Manager: The County's representative assigned to the Project, or any part thereof, to observe the Work and perform certain other obligations of the County as defined in Article VI below.

1.2.25 Self-Perform Work: Work performed by employees of: (1) the Design-Build Firm; or (2) any entity that controls, is controlled by, or is under common control with any entity that is part of the Design-Build Firm. Self-Perform Work is distinguished from Work performed by Subcontractors unaffiliated with the Design-Build Firm or the entities of which the Design-Build Firm is comprised.

1.2.26 Shop Drawings: Drawings, diagrams, schedules, and other data specially issued for the Work by Design-Build Firm or a Subcontractor, Sub-subcontractor, and material suppliers to illustrate some portion of the Work.

1.2.27 Substantial Completion: The stage in the progression of the Work (or phase and/or portion thereof) when the Work is sufficiently complete in accordance with this Contract so that the County can enjoy beneficial use or occupancy of the Work and can utilize the Work for its intended purpose. Substantial Completion may be further defined and specified for the Work, or portion(s) thereof, in the Contract Documents.

1.2.28 Work: See Design Build-Work above.

1.2.29 Work Product: Work Product has the meaning specified in Section 5.4.

### **1.3 Independent Contractor**

Design-Build Firm represents that it is fully experienced and properly qualified, licensed, equipped, organized, and financed to perform the Work under this Contract. Design-Build Firm shall act as an independent Design-Build Firm and not as an agent in performing this Contract and shall maintain complete control over its employees and all of its Subcontractors and suppliers of any tier. Nothing contained in this Contract or any lower-tier subcontract or purchase order awarded by Design-Build Firm shall create any contractual relationship between any such subcontractor or supplier and the County. Design-Build Firm shall perform all Work in accordance with the requirements of this Contract and in accordance with its own methods subject to compliance with the Contract Documents.

### **1.4 Design-Builder's Continuing Duty**

Design-Build Firm shall have a continuing duty to read, carefully study and compare each of the Contract Documents, the Submittals and shall give written notice, within three (3) business days, to the Project Manager and the County of any inconsistency, ambiguity, error or omission which Design-Build Firm may discover with respect to these documents before proceeding with the affected Work. The issuance, or the express or implied approval by the County or the Project Manager of the Contract Documents or Submittals shall not relieve any such approval by evidence of Design-Build Firm's compliance with the Contract. The County has provided to Design-Build Firm with a revised Design Criteria Package, dated 08/19/2022. HOWEVER, THE COUNTY MAKES NO REPRESENTATION OR WARRANTY OF ANY NATURE WHATSOEVER TO DESIGN-BUILD FIRM CONCERNING SUCH DOCUMENTS.

## **ARTICLE II THE WORK**

### **2.1 Project Description**

2.1.1 Generally. The County intends to construct a new branch library at 315 Meadowlark Ln , St. Augustine, FL 32092, adjacent to Pacetti Bay Middle School. The successful completion of this project will provide an approximately 14,000 square foot library with meeting and study rooms, offices, children's area, and flex space. This Project will be completed in two phases. The first phase of the Project consists of two Scopes of Work: Phase I "Design and GMP Development" and Phase II "Final Design and Construction". During the Project, the Facility shall be designed and constructed within the established county budget of approximately \$8,005,000.00 and placed into operations at the completion of Phase II.

2.1.2 Phase I Design and GMP Development. Design Build Firm shall perform such Design Professional Services to the level of completion required for Design Build Firm to develop a GMP Proposal for Phase II Final Design and



Construction as set forth in Section 2.1.3 below. Phase I may also include Early when agreed to by the Parties, or as authorized by an approved Change Order.

**2.1.3 Phase II Final Design and Construction.** Phase II Design-Build Work shall consist of the completion of design services for the Project, the procurement of all materials and equipment for the Project excluding Early Work, the performance of construction services for the Project, and the provision of warranty services, all as further described in the Contract Documents. Upon receipt of Design-Build Firm's GMP proposal for Phase II, the County, in its sole discretion, may (a) accept Design-Build Firm's GMP proposal and issue a Notice to Proceed with Phase II 2 Design-Build Work, or (b) enter into a negotiation with Design-Build Firm to achieve a mutually acceptable GMP, scope and/or schedule on which to proceed.

The Contract Price for Phase II will be set forth in the GMP Amendment, when mutually agreed between the parties. Once the parties have agreed upon the Contract Price and the County has issued a Notice to Proceed with Phase II, Design-Builder shall perform the Phase II Design-Build Work, all as further described in the GMP Amendment Scope of Work, as it may be revised.

**2.1.4 Off-Ramp.** In the event the County determines that the Design-Build Firm's GMP Proposal for Phase II is not in the best interest of the County, the County may, in its sole discretion, elect to take the Off-Ramp, as defined herein. The Off-Ramp shall be taken when the County formally rejects the GMP Proposal submitted by the Design-Build Firm, and terminates this Contract. A termination of this Contract under the Off-Ramp shall be for convenience unless the Design-Build Firm otherwise defaults under the provisions of this Contract. In such event, Design-Build Firm acknowledges and agrees that the County's rejection of Design-Build Firm's GMP proposal shall not entitle Design-Build Firm to make any claim for damages, loss or profits or compensation of any kind for Work not yet performed, and all such claims are hereby waived and released by Design-Build Firm.

**2.1.4.1** In the event the County takes the Off-Ramp, the Design-Build Firm shall remain obligated to the County for the completion of the final design of the Project at the price agreed to by the Parties in the Contract Documents, unless otherwise directed in writing, and in accordance with the Contract Documents.

**2.1.4.2** The parties acknowledge that the County's ability to successfully complete the Project may be significantly impacted if the County elects to terminate this Contract at the end of Phase I Design and GMP Development, rather than proceeding to Phase II Final Design and Construction under Paragraph 2.1.3 above, and that certain design consultant or engineering services Subcontractors are not available to continue working on the Project upon such termination. Therefore, Design-Build Firm shall incorporate the obligations of this Contract into its respective subcontracts, specifically including the County's right to unilaterally utilize design documents in the event of termination as described in Section 1.1.4. Design-Build Firm shall also include a provision whereby such subcontract(s) may be assigned to the County. In the event of termination as described in Section 11.2 of the Contract, Design-Build Firm agrees to assign such subcontract(s) upon the County's request, subject to the prior rights of a surety, if any, obligated under Bond relating to the Contract. In the event the County accepts the assignment of a Subcontract(s), the County assumes the Design-Build Firm's rights and obligations under such Subcontract(s).

## **2.2 Labor and Materials**

**2.2.1** Design-Builder shall perform all of the Design-Build Work required, implied, or reasonably inferable from, the Contract Documents. Unless otherwise provided in the Contract Documents, Design-Builder shall provide and pay for all labor, supervision, materials, supplies, tools, transportation, storage, construction equipment and machinery, utilities (including but not limited to water, heat, fuel, light, and cooling), and all other services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work. Materials, articles and equipment furnished by Design-Builder for incorporation into the Work shall be new unless otherwise specified in the Contract Documents.

**2.2.2** Design-Build Firm shall use only competent and skilled personnel to perform and supervise the Work and shall remove from such Work any person determined to be unfit, unqualified, or acting in violation of any obligation of Design-Build Firm under this Contract. In the event a person is removed from the Work, Design-Build Firm shall promptly replace such individual with another who is fully competent and skilled to perform the Work at Design-Build Firm's sole expense.

**2.2.3** Except as otherwise required for the safety or protection of persons or the Work or property at the Jobsite or

adjacent thereto, and except as otherwise stated in the Contract Documents, all Work at the Jobsite shall be performed during regular working hours, between 7:00AM and 6:00PM, Monday through Saturday. Design-Build Firm will not perform Work on a Sunday, or any County-observed holiday, unless otherwise approved in writing by the Project Manager. Design-Build Firm may perform Work outside regular working hours or on Saturdays, Sundays, or legal holidays only with the County's prior written consent, which will not be unreasonably withheld. Design-Build Firm shall seek such prior written consent from the County at the weekly Project meetings, or a minimum of two (2) business days in advance of performing any such Work.

2.2.4 In addition, when the Work requires by Florida Statute, Design-Build Firm shall use only licensed, registered and/or certified personnel to perform the Work. Such Statutes may include, but are not limited to, Chapter 489 (Regulation of Professions and Occupations Contracting) and Chapter 633, Part III (Fire Protection and Suppression) of the Florida Statutes.

### **2.3 Design-Builder's Technical Submittals**

2.3.1 The Parties agree to develop a Technical Submittal Review Procedure during Phase I, which shall be included in the GMP Amendment and shall govern the submittal of any and all technical documents that must be reviewed, edited, and/or finalized by the Parties. The Technical Submittal Review Procedure is subject to change, upon written agreement between the Parties, throughout the Project, based upon adjustments necessitated by the Work, and related circumstances.

2.3.2 Design-Build Firm shall prepare its design, drawings, diagrams, specifications and other technical requirements (Technical Submittals) in accordance with the Contract Documents and submit same to the County for review, in accordance with the approved Technical Submittal Review Procedure, allowing at least three (3) calendar days for such review (unless a shorter time frame is otherwise mutually agreed in writing). The County will review the Design-Build Firm's Technical Submittals and indicate that the Work may proceed, Work may proceed subject to resolution of indicated comments, or the Work may not proceed. The Design-Build Firm shall revise and resubmit Technical Submittals as necessary.

2.3.3 The Design-Build Firm shall not be entitled to any extension of time or cost adjustment for any delay caused by the Design-Build Firm's failure to submit Technical Documents for review within the time frame set out above or within the time periods identified and agreed pursuant to Design-Build Firm's schedule. Design-Build Firm shall provide written notice to the County whenever the Work is likely to be delayed as a result of late submittal of a Technical Submittal.

2.3.4 The County's review of Design-Build Firm's Technical Submittals does not constitute acceptance or approval and does not relieve Design-Build Firm from full performance and compliance with all requirements of this Contract.

### **2.4 Project Sequencing/Arrangement**

Design-Build Firm shall not be limited in the sequencing or staging of the Work except to the extent that the Contract Documents impose limitations. Neither the organization of any of the Contract Documents into divisions, sections, paragraphs, articles, (or other categories), nor the organization/arrangement of the Drawings or Design, shall control Design-Build Firm in dividing the Work or in establishing the extent or scope of Work to be performed by Subcontractors.

### **2.5 Payment of Costs**

Except as otherwise expressly provided, Design-Build Firm shall pay directly all costs and expenses of the Work of any kind or nature whatsoever including but not limited to all costs of permitting in accordance with Paragraph 2.15.2 below, regulatory compliance, obtaining and maintaining required bonds and insurance pursuant to Article 13, payments due to Subcontractors and suppliers, legal, financial, sales, use and similar taxes on materials and equipment, transportation and storage of materials and equipment, preparation of schedules, budgets and reports and all other costs required to achieve Substantial Completion and Final Completion in accordance with the Contract Documents.

### **2.6 Cleaning the Jobsite**

Design-Build Firm shall keep the Jobsite neat, secure and orderly during performance of the Work and shall clean up and remove all waste, rubbish and construction debris from the Jobsite as they accumulate. Upon Final Completion of the Work, Design-Build Firm shall remove all waste, rubbish and construction debris from and about the Jobsite as well as all tools, appliances, construction equipment, temporary utilities, temporary construction and machinery and surplus materials. Design-Build Firm shall restore to original condition all property not designated for alteration by the Contract



Documents.

## **2.7 Reporting Requirements**

2.7.1 Recordkeeping. The Design-Build Firm shall be responsible for maintaining an electronic Document Management System, which is accessible by the County's Project Manager, and any other representatives designated by the County's Project Manager, at all times throughout the duration of the Project. Design-Build Firm shall input any and all project-related data into the Document Management System at a frequency agreed to by both Parties for each Scope.

2.7.2 Weekly Record. During Phase I, the Design-Build Firm shall keep a weekly record of the Work performed on the Project, and the progress made. At a minimum, the Weekly Record shall include the tasks completed, the areas of Work and level of progression for each, any updated documents and/or information that must be reviewed and/or commented on or approved by the Project Manager.

2.7.3 Daily Record. During Phase II, the Design-Build Firm shall keep a daily record of the Work at the Jobsite. At a minimum the Daily Record shall include weather conditions, number of workers (by trade) on the Jobsite, material/equipment deliveries, any unusual or special occurrences at the Jobsite, description of the Work performed at the Jobsite and percentage completion, and a list of all visitors to the Jobsite. Daily Records shall be submitted by close of business the following day. Daily Records shall not constitute nor take the place of any notice required to be given by Design-Build Firm to the County pursuant to the Contract Documents. In addition to the Daily Records, Design-Build Firm shall keep a daily log available to the County and the Permitting Agency(ies) inspectors for reviewing and copying on the Project's Jobsite.

2.7.4 Monthly Progress Report. Commencing with NTP, the Design-Build Firm shall prepare and submit a written monthly report by the tenth (10<sup>th</sup>) day of each calendar month during Phase I and Phase II. The Monthly Progress Report shall be provided in the Document Management System. Monthly reports shall at a minimum describe: (1) Work completed in the prior month, (2) planned Work for the current month, (3) estimate of actual percent complete; (4) detailed explanations of any activity that is behind schedule, (5) corrective actions taken to recover schedule, (6) safety and environmental incidents and corrective actions taken (Phase II), (6) change orders pending and approved, (7) status report of procurement activity; (8) request for information (RFI) log; (9) progress photos (Phase II) and (10) any other items as may be reasonably requested by the County.

## **2.8 Project Meetings**

2.8.1 Kick-off Meeting. Prior to the commencement of Phase I Design Development, the Design-Build Firm shall attend a kick-off meeting with the County to discuss issues affecting the administration of the Work and to implement the necessary procedures, including those relating to submittals, review and approval turn-around times contained in the Project schedule, and payment, to facilitate the ability of the parties to perform their obligations under the Contract Documents.

2.8.2 Pre-Construction. Prior to the commencement of Phase II Final Design and Construction, the Design-Build Firm shall attend a pre-construction meeting with the County to discuss the Project schedule, procedures for handling shop drawings and other submittals, and for processing Applications for Payment, and to establish a working understanding among the parties as to the Design-Build Work.

2.8.3 Progress Review. During the prosecution of the Design Services and Design Build Work, the Design-Build Firm shall attend regularly scheduled progress review meetings convened by the County with respect to the Project. Design-Build Firm shall have its subcontractors and suppliers attend all such meetings (including the kick-off and pre-construction meetings) as may be directed by the County. The purpose of the Progress Review meetings is to keep the County fully informed of all aspects of the Work, and for reviewing execution plans, technical or financial concerns, progress status and scheduling of the Work, remedial actions, quality concerns, safety concerns, interfaces, and County and Design-Build Firm plans for resolving issues.

## **2.9 Title and Risk of Loss**

Title to the structures, improvements, fixtures, machinery, equipment and materials constituting the Work or the Project shall pass to the County no later than time of payment. Such transferred title shall in each case be good, free and clear of any and all security interests, liens or other encumbrances. Design-Build Firm shall, however, bear all risk of loss concerning such structures, improvements, fixtures, machinery, equipment and materials until the Project reaches Substantial Completion in accordance with Article III herein, regardless of the extent to which the loss was insured or



the availability of insurance proceeds. The transfer of title does not imply acceptance by the County nor does it relieve Design-Build Firm from the responsibility for any loss or damage to items.

## **2.10 Access to Work**

The County and the Project Manager, shall at all reasonable times have full access to all parts and locations of the Jobsite(s) from commencement of the Work through Final Completion. Design-Build Firm shall take whatever steps necessary to provide such access when requested.

## **2.11 Utilities**

Design-Build Firm shall, at its expense, make all arrangements necessary to secure the availability of and maintain all temporary utilities required to construct and operate Design-Build Firm's Work as required by the Contract Documents. This includes legal sketches and descriptions for easement as well as record drawings requirements required by utility companies. If the scope of Work requires, Design-Build Firm shall arrange for activating permanent power, water, and sanitary service to the Project prior to Substantial Completion, and will be responsible for all usage fees for temporary and permanent utilities until Substantial Completion and owner acceptance in Phase II. The County shall assume responsibility for permitting fee(s), utility impact fee(s), utility connection fee(s), and payment of permanent utility costs beginning on the date of Substantial Completion.

## **2.12 Existing Utility Lines**

2.12.1 Design-Build Firm shall pay all sales, use and other taxes, levies, duties and assessments of every nature which may be applicable to any Work under this Contract. The Contract Price and any agreed variations thereof shall include all applicable taxes imposed by law. Design-Build Firm shall make any and all payroll deductions required by law. Design-Build Firm herein indemnifies and holds the County harmless from any liability on account of any and all such taxes, levies, duties, assessments and deductions. The indemnity provision of this section shall survive the expiration or earlier termination of this Contract. Design-Build Firm may not use County's tax-exempt status unless specifically authorized in writing in advance.

2.12.2 Foreign Entity Tax Withholding. Amounts due to certain foreign persons or entities may be subject to backup withholding taxes under federal law. If Design-Build Firm is a foreign person or entity that is required to complete Internal Revenue Service ("IRS") Form W-8ECI, Design-Build Firm shall provide County a copy of Design-Build Firm's current Form W-8ECI prior to issuance of any invoice or payment under this Contract. If Design-Build Firm fails to timely provide a completed, current Form W-8ECI, County will withhold all backup withholding taxes from the amounts due Design-Build Firm, remit such sums to the IRS, and pay Design-Build Firm only the remainder. County makes no representation regarding the tax treatment of amounts due to Design-Build Firm, and Design-Build Firm releases and holds County harmless from any claims or damages in any way relating to or arising from any tax withholding by County pursuant to this section.

## **2.13 Taxes**

2.13.1 Design-Builder shall pay all sales, use and other taxes, levies, duties and assessments of every nature which may be applicable to any Work under this Contract. The Contract Price and any agreed variations thereof shall include all applicable taxes imposed by law. Design-Builder shall make any and all payroll deductions required by law. Design-Builder herein indemnifies and holds the County harmless from any liability on account of any and all such taxes, levies, duties, assessments and deductions. The indemnity provision of this section shall survive the expiration or earlier termination of this Contract. Design-Builder may not use County's tax-exempt status unless specifically authorized in writing in advance.

2.13.2 Foreign Entity Tax Withholding. Amounts due to certain foreign persons or entities may be subject to backup withholding taxes under federal law. If Design-Builder is a foreign person or entity that is required to complete Internal Revenue Service ("IRS") Form W-8ECI, Design-Builder shall provide County a copy of Design-Builder's current Form W-8ECI prior to issuance of any invoice or payment under this Contract. If Design-Builder fails to timely provide a completed, current Form W-8ECI, County will withhold all backup withholding taxes from the amounts due Design-Builder, remit such sums to the IRS, and pay Design-Builder only the remainder. County makes no representation regarding the tax treatment of amounts due to Design-Builder, and Design-Builder releases and holds County harmless from any claims or damages in any way relating to or arising from any tax withholding by County pursuant to this section.

## **2.14 Publicity and Advertising**



2.14.1 Design-Build Firm shall not make any announcement or release any information or publish any photographs concerning this Contract, the Work or the Project or any part thereof to any member of the public, press or any official body, unless prior written consent is obtained from the County.

2.14.2 Use of the County Seal or County Logo is strictly prohibited. In accordance with, County Ordinance 92-2 and County Administrative Policy 101.3, Design-Build Firm may not manufacture, use, display, or otherwise use any facsimile or reproduction of the County Seal or Logo without express written approval of the Board of County Commissioners of St. Johns County, Florida.

## 2.15 County Furnished Items

2.15.1 The County shall furnish to Design-Build Firm, at the time of executing this Contract, any available written and tangible material concerning conditions below ground at the Jobsite. Such written and tangible material is furnished to Design-Build Firm only in order to make disclosure of such material and for no other purpose. By furnishing such material, the County does not represent, warrant, or guarantee its accuracy either in whole, in part, implicitly, or at all, and shall have no liability therefore. The County shall also furnish surveys, legal limitations and utility locations (if known), and a legal description of the Project's Jobsite.

2.15.2 Design-Build Firm shall obtain and pay for all permits, approvals, licenses and fees as necessary and ordinary for the performance of the Work in accordance with the Contract Documents. Design-Build Firm shall provide complete copies of all permits, approvals and licenses to the County within three (3) business days after obtaining them, and receipt of such documents by the County shall be a condition precedent to final payment. The County shall provide reasonable assistance to Design-Build Firm in obtaining those permits, approvals and licenses that are Design-Build Firm's responsibility. Excluding such permits, approvals and licenses, the County shall obtain and pay for all property and easements approvals, acquisitions, and the like required for construction.

## 2.16 Direct Purchase Program

2.16.1 The County is tax exempt and may elect to implement a direct purchase program whereby it may purchase materials and equipment directly from the supplier of such materials or equipment in order to achieve sales tax savings. Such materials and equipment are referred to as "Direct Purchase Materials." Direct Purchase Materials will be identified by the County during execution of Phase I Design and GMP Development and incorporated into the GMP Amendment(s) accordingly.

2.16.2 Direct Purchase Materials shall be governed by the State of Florida Department of Revenue Rule, 12A-1.094 ("DOR Rule"), the terms herein, and the County's policies on the subject in effect at the time Design-Build Firm commences construction of the Project. For each direct purchase, the County shall: (a) issue its purchase order directly to the vendor that Design-Build Firm intends to use for the supply of certain materials; (b) provide the vendor with a copy of the County's Florida Consumer's Certificate of Exemption; (c) make payment directly to the vendor based on the vendor's invoice which must be issued directly to the County; (d) take title to the tangible personal property from the vendor at the time of purchase or delivery by the vendor; (e) assume the risk of damage or loss at the time of purchase; and (f) issue a separate Certificate of Entitlement pursuant to the DOR Rule to each vendor and to Design-Build Firm to confirm that the tangible personal property purchased from that vendor will go into or become part of a public work. The County's purchase order shall be attached to each such Certificate of Entitlement. The Design-Build Firm shall provide County with a written list of all potential Direct Purchase Materials and any other information required by the County with respect to each direct purchase. The Design-Build Firm shall also provide the County with monthly reports pertaining to the "Direct Purchase Materials." Notwithstanding the fact that the vendor's invoice must be issued directly to the County as provided above, the Design-Build Firm shall be responsible for obtaining a copy of all Direct Purchase Materials' invoices from the vendor and shall be accountable for verifying and ensuring that the Direct Purchase Materials' received by the County through each direct purchase are in good condition and are consistent with the materials that were ordered from Design-Build Firm's vendor and described in each invoice.

2.16.3 The GMP amount shall be reduced by the net, undiscounted amount of the purchase order, plus all sales taxes that would have applied. **ISSUANCE OF THE PURCHASE ORDERS BY THE COUNTY DOES NOT CHANGE ANY OF THE DESIGN-BUILD FIRM'S RESPONSIBILITIES REGARDING THE RECEIVING AND INSTALLATION OF THE MATERIALS PURCHASED.** The Design-Build Firm remains fully responsible for all other obligations it has under the terms of this Contract.

## 2.17 County's Separate Contractors



If County performs other work on or adjacent to the Project or at the Jobsite with separate contractors under County's control, Design-Build Firm agrees to reasonably cooperate and coordinate its activities with those of such separate contractors so that the Project can be completed in an orderly and coordinated manner without unreasonable disruption. County is responsible for all work performed on or adjacent to the Project or at the Jobsite by separate contractors under County's control. County shall contractually require its separate contractors to cooperate with and coordinate their activities so as not to interfere with Design-Build Firm in order to enable Design-Build Firm to timely complete the Work consistent with the Contract Documents. The Design-Build Firm may submit a Contract Claim for delay or cost impacts in accordance with the provisions of this Contract, in the event of either: (1) impacts to the Design-Build Firm's schedule caused by separate contractors, or (2) any discrepancies or defects in the work by the separate contractor that renders it unsuitable for the proper execution of the Design-Build Firm to perform its Work.

## ARTICLE III CONTRACT TIME

### 3.1 Contract Time

The Contract Time shall be established for each of the two Scopes as provided herein. The Work under this Contract is separated into two (2) Scopes, which shall be completed in accordance with the following provisions:

3.1.1 Phase I Design and GMP Development. Design-Build Firm shall commence the Work within ten (10) calendar days following receipt of the County's Notice to Proceed and shall submit the GMP Proposal to the County by or before 21 August 2023, and shall complete all Work for Phase I by or before 16 October 2023, unless otherwise amended in accordance with the Contract.

3.1.2 Phase II Final Design and Construction. Design-Build Firm shall commence the Work under Phase II within ten (10) calendar days following receipt of the fully executed GMP Amendment and shall substantially complete all Work on or before 16 October 2024 (Substantial Completion). Final Completion shall be reached within fifteen (15) consecutive calendar days after Substantial Completion, unless otherwise agreed to by the Parties in writing.

3.1.2.1 Substantial Completion shall be defined as the stage in the progression of the work at which the work is sufficiently complete, including issuance of a Certificate of Occupancy by the SJC Building Department, in accordance with the construction Contract, such that the owner can enjoy beneficial use or occupancy of the work, and can utilize the work for its intended purpose.

3.1.2.2 Phase II. When Design-Build Firm considers the Design-Build Work (or portion thereof) is substantially complete, Design-Build Firm shall notify the Project Manager in writing and submit a comprehensive list of items to be completed or corrected prior to Final Completion. The Project Manager will promptly inspect the Work following receipt of Design-Build Firm's notice and attached list of incomplete items. The Project Manager may refuse to inspect the Work if the Work is obviously not substantially complete or when Design-Build Firm's list is not complete.

3.1.2.3 If Substantial Completion is not obtained at the inspection called by Design-Build Firm, for reasons which are the fault of Design-Build Firm, the cost of any subsequent inspections requested by Design-Build Firm for the purpose of determining Substantial Completion shall be the responsibility of Design-Build Firm and shall be assessed against the final Application for Payment.

3.1.2.4 Once Substantial Completion is achieved and within the time allowed by F.S. 218.70 et seq, the Project Manager will prepare the punch list required by the Local Government Prompt Payment Act and provide to the Design-Build Firm within three (3) business days of certification of Substantial Completion. Unless otherwise mutually agreed, the punch list items shall be corrected by Design-Build Firm within the timeframe provided to reach Final Completion, and prior to any request for Final Inspection and Acceptance. The failure to include any corrective Work or pending items not yet completed on the list does not alter the responsibility of Design-Build Firm to complete the Work pursuant to this Contract.

3.1.3 Design-Build Firm, prior to commencing Phase I Design and GMP Development, shall submit to the Project Manager for his/her information, Design-Build Firm's Project schedule for completing the Design Services. Design-Build Firm's schedule shall be revised no less frequently than monthly (unless the parties otherwise agree in writing).

3.1.4 Design-Build Firm, prior to commencing Phase II Final Design and Construction, shall submit to the Project



Manager for his/her information, Design-Build Firm's Project schedule for completing the Design Build Work. Design-Build Firm's schedule shall be revised no less frequently than monthly (unless the parties otherwise agree in writing), and relate to the entire Phase II 2 Design-Build Work. By way of illustration and not exclusion, Design-Build Firm's schedule shall: (1) contain sufficient activities to assure adequate planning for all phases of the Phase II Design-Build Work, (2) include approved changes to the Phase II Design-Build Work that impact the schedule, (3) include a clearly defined critical path, and (4) include a unique description for each activity. In the event any schedule revision impacts the completion time as provided in Paragraphs 3.1.1 and 3.1.2 above, Design-Build Firm shall submit a request for additional time, in accordance with procedures as provided in Paragraph 9.2 below. Failure by Design-Build Firm to strictly comply with the provisions of this Paragraph shall constitute a material breach of this Contract.

**3.2 Time is of the Essence**

Time is of the essence regarding each and every obligation of Design-Build Firm under this Contract. Each obligation is deemed material, and a breach of any such obligation (including a breach resulting from untimely performance) is a material breach.

**3.3 Liquidated Damages**

3.3.1 Execution of this Contract by Design-Build Firm shall constitute Design-Build Firm's acknowledgment that the County will sustain damages in the amount identified in Paragraph 3.3.2 below for each and every calendar day during which completion of the Phase II Design-Build Work required is delayed beyond the time limit for achieving Completion as specified in Paragraphs 3.1.1 and 3.1.2 above. Design-Build Firm and County agree that such damages shall be presumed to be the damages actually sustained by the County as defined below, and that because of the nature of the Project, it would be impracticable or impossible to determine or extremely difficult to fix the actual damages.

3.3.2 If Design-Build Firm fails to achieve Completion of the Design-Build Work by its applicable date, then the County shall be entitled to withhold from any amounts otherwise due Design-Build Firm or to be paid as a debt due the following per day sum for each and every calendar day of unexcused delay "Liquidated Damages" as follows.

Design-Build Work	Fine
Phase II Final Design and Construction	\$3,500.00 Per Day

The parties agree that such Liquidated Damages are not a penalty but rather a genuine pre-estimate of monetary damages sustained by the County for loss of revenue and/or increased project administration expenses related to this Contract because Design-Build Firm failed to perform and complete Work within the time fixed for completion or additional time granted pursuant to the provisions hereof. The assessment of Liquidated Damages is without prejudice to the County's rights of termination and Design-Build Firm's obligation to complete the Work.

3.3.3 The total amount of liquidated damages for delay associated with the Design-Build Firm's failure to achieve Completion of the Design-Build Work by its applicable date, as may be extended pursuant to Paragraph 9.2 of this Contract, shall not exceed a cumulative total of \$800,000.00. Such Liquidated Damages are not intended to, and do not, liquidate Design-Build Firm's liability under the indemnification provisions of Section 12.4 even though third-party Claims against the Indemnified Party may arise out of the same event, breach or failure that gives rise to the Liquidated Damages.

**3.4 Disclaimer of Consequential Damages**

The County shall not be liable to Design-Build Firm, whether in contract, tort, warranty or under any statute or on any other basis, for any consequential, incidental, indirect, special, punitive or exemplary damages suffered or incurred by Design-Build Firm in connection with this Contract, even if the County has been advised of the possibility of such damages. Consequential damages shall include, by way of example and without limitation, opportunity costs, loss of use of facilities or other assets, consequential damage claims of subcontractors, lost profits, lost savings, lost business, lost bonding capacity, lost financing, lost reputation or lost goodwill.

**3.5 Delays to the Work**

3.5.1 If Design-Build Firm is delayed in the performance of the Work due to acts, omissions, conditions, events, or circumstances that are not reasonably foreseeable, beyond its control and due to no fault of its own or those for whom Design-Build Firm is responsible, the Contract Time(s) may be reasonably extended by Change Order, upon agreement by both parties. By way of example, events that shall be considered for an extension of Contract Time include acts or



omissions of the County or anyone under the County's control (including separate contractors), changes in the Work, Differing Site Conditions, Hazardous Conditions, and Force Majeure Events. If events reasonably beyond the Design-Build Firm's control and without its fault or negligence cause a delay in the Design-Build Firm's performance of the Work, Design-Build Firm shall submit documentation of such delay to the County within three (3) business days of the event causing the delay.

3.5.2 In addition to the Design-Build Firm's right to a time extension for those events set forth in Section 3.5.1 above, Design-Build Firm may also submit for County consideration a reasonable adjustment to the Contract Price.

## ARTICLE IV CONTRACT PRICE AND PAYMENT

### 4.1 Contract Price

4.1.1 The Contract Price for Phase I Design and GMP Development Work shall be computed separately and independently from the Contract Price for Phase II Final Design and Construction. All amounts included in the Contract Price are subject to lawful appropriation of funds by the Board of County Commissioners.

4.1.2 Compensation for Phase I Design and GMP Development Work shall be an amount not-to-exceed **Six Hundred Seventy-Eight Thousand, Seven Hundred Twenty-Four Dollars and Nine Cents (\$678,724.09)**, as provided in Exhibit A Scope of Work and Fee Proposal. Any lump sum amounts shall constitute full payment for satisfactory performance of the Phase I Work including all direct and indirect labor, personnel related costs, taxes, expenses, costs, fees, overhead and profit, services of Subcontractors (includes design consultants), and any other expense or cost of whatever nature incurred by the Design-Build Firm as may be required and/or necessary to complete the Phase I Work and agreed to in writing by both parties to this Contract. Design-Build Firm shall be entitled to monthly progress payments in proportion to the percentage of the completed Phase I Work. Payments made to Design-Build Firm pursuant to this Contract for Phase I Work shall be the sole and complete compensation to which Design-Build Firm is entitled.

4.1.2.1 Allowance Items. The Contract Price for Phase I and Phase II may include Allowance Items, as provided in Exhibit A, or the GMP Amendment, for portion(s) of the Phase I or Phase II Work. The agreed upon total allowance (sum of allowance items) shall be the maximum amount of compensation to which Design-Build Firm is entitled for all Allowance Items unless otherwise modified by written Amendment or Change Order. Savings in an Allowance Item may be reallocated to an allowance contingency item. The contingency item may be allocated for additional work within the Allowance Items with approval from the County's Project Manager.

4.1.2.2 No work shall be performed on any Allowance Item without prior written authorization by the County's Project Manager.

4.1.2.3 The proposed amount for any Allowance Item shall include any and all costs, charges, fees, and other amounts, for all labor, materials, equipment, transportation, taxes, insurance, project management, general conditions, overhead and Design-Build Firm's Fee associated with the applicable Allowance Item.

4.1.2.4 Whenever the actual costs for the Allowance Items is more than or less than the stated in the total Allowance Values, the Contract Price may be adjusted accordingly by Change Order. The amount of the Change Order, if approved, shall reflect the difference between actual costs incurred by Design-Build Firm for the proposed amount for the Allowance Items.

4.1.3 Compensation for Phase II Final Design and Construction Work shall be a Guaranteed Maximum Price that shall consist of the sum of Allowable and Reimbursable Costs, Design-Build Firm's Fee, and Construction Contingency. The Guaranteed Maximum Price shall be developed and submitted to the County in accordance with the requirements set forth herein. Pursuant to Article II of this Contract, in the event the County elects to negotiate and/or accept the submitted Guaranteed Maximum Price Proposal, a GMP Amendment shall be issued and executed by both parties. The GMP as defined herein is the maximum price the County will pay to Design-Build Firm as payment for all of Phase II Design-Build Work and is guaranteed by the Design-Build Firm to be the maximum price it will charge to fully and satisfactorily complete all Phase II Design-Build Work of the Project.

4.1.3.1 Formation of Guaranteed Maximum Price ("GMP") Proposal. During Phase I, Design-Build Firm shall prepare GMP Basis Documents for the development of a GMP Proposal. The GMP Basis Documents shall include, but not be



limited to, the following:

- (1) A list of drawings and specifications, including all addenda, which were used in preparation of the GMP Proposal;
- (2) A list of assumptions and clarifications made by Design-Build Firm in preparation of the GMP Proposal to supplement the information contained in the drawings and specifications;
- (3) Detailed cost estimates by trade categories, contingency and other items and Design-Build Firm's Fee that comprise the GMP;
- (4) Procurement Plan, Subcontract Plan, and Bidding Procedures;
- (5) The date of Substantial Completion upon which the proposed GMP is based, to the extent said date has not already been established under Article III of this Contract, and the Schedule for Work upon which the date of Substantial Completion is based;
- (6) A schedule of applicable alternate prices;
- (7) A schedule of unit prices and allowance items, provided however, that only such allowances as are agreed to by the County shall be included;
- (8) Design-Build Firm's Key Personnel designated for Phase II of the Project, including Design-Build Firm's Authorized Representative, if different than Phase I;
- (9) Risk Registry; and
- (10) The timeframe by which the GMP Proposal shall remain valid for consideration by the County.

4.1.3.2 Design-Build Firm acknowledges and understands that the GMP Basis Documents may be incomplete, lack detail, and require future adjustment at the time the GMP Proposal is submitted to the County. Nevertheless, the GMP Proposal shall be intended to represent the Design-Build Firm's offer to complete the Work under Phase II of the Project.

4.1.3.3 The GMP shall be based upon actual procured quotes and bids from Subcontractors, vendors, and suppliers or based on estimated costs. The GMP may include Allowance Items within each Work package as determined by the Design-Build Firm and approved by the County. The amounts for these Allowance Items will be used as the maximum value for the specific line item and all remaining funds within the Work package will revert to the County after the price is determined through competitive bidding or final pricing by the Design-Build Firm. If an Allowance Item is not included within the Work package, the agreed upon price is the maximum for that item.

4.1.3.4 After submission of the GMP Proposal, Design-Build Firm and County shall meet to review the GMP Proposal. If the County has any comments regarding the GMP Proposal, or finds any inconsistencies or inaccuracies in the information presented, it shall promptly give written notice to Design-Build Firm of such comments or findings. Design-Build Firm shall make appropriate adjustments to the GMP Proposal. If the Design-Build Firm's GMP Proposal is acceptable to the County, a GMP Amendment shall be drafted and submitted for approval by the St. Johns County Board of County Commissioners. Subject to additions or deductions by approved Change Order as provided in this Contract, Design-Build Firm shall certify in the GMP Amendment that the agreed GMP (i) contains sufficient amounts to perform all Work necessary for the Final Completion of the Project; and (ii) contains sufficient amounts to provide and construct any items or facilities that are not contained in the GMP Basis Documents but which are necessary for fully functional and operational Facilities that meet the requirements and criteria established for the Project. Design-Build Firm acknowledges and agrees that any and all Allowable and Reimbursable Costs which would cause the GMP to be exceeded shall be paid by the Design-Build Firm without reimbursement by the County and shall not be a basis of any Change Order.

4.1.3.5 Design-Build Firm shall not commence with Phase II Work prior to the GMP Amendment being fully executed and receipt of the County's Notice to Proceed for Phase II Work. If the County rejects the GMP Proposal, or fails to notify Design-Build Firm in writing on or before the date specified in the GMP Proposal that it accepts the GMP Proposal, the GMP Proposal shall be deemed withdrawn and of no effect and this Contract will be terminated. In such event, the County shall be free to use any of the documents and information developed through the date of termination for completion of the Project by others as more fully described in Paragraph 2.1.4 of this Contract.

4.1.4 Design-Build Firm's Fee. The Design-Build Firm's Fee shall be an amount equal to a negotiated percent of the sum of the Allowable Costs provided in the GMP Proposal and included in the GMP Amendment. The Design-Build Firm's Fee rate established in the GMP Amendment shall be applied to approved Change Orders issued by the County. In the event however, that the cumulative adjustments to the Contract Price exceed twenty five percent (25%) of the original GMP, the Design-Build Firm's Fee shall be subject to renegotiation.



4.1.5 Construction Contingency. The GMP shall include a Construction Contingency which sum shall be established by the Design-Build Firm and the County and included in the GMP Amendment. Construction Contingency shall be used by Design-Build Firm to pay for miscellaneous Work items which are required to complete the Project including, but not limited to, design evolution, trade scope gaps, missed work, areas of damage that may occur between trades during construction, Subcontractor coordination problems, Subcontractor insolvency or termination and replacement, emergencies, overtime costs to maintain/accelerate the Project schedule due to unavoidable delays (excludes acceleration requested by the County under an approved Change Order), and other costs that were not known or reasonably foreseeable at the time of submittal of a GMP Proposal (and not otherwise recoverable by bond or applicable insurance).

4.1.5.1 The Construction Contingency included in the GMP is not a design contingency, and shall not be used for changes in the scope or schedule of Phase I Work. No increase in the Construction Contingency will be allowed once the GMP is established.

4.1.5.2 Design-Build Firm shall not charge any sum to the Construction Contingency without the County's prior written approval, which approval shall not be unreasonably withheld or delayed. Design-Build Firm shall maintain a separate log of all contingency use requests with detailed backup and submit copies of the logs on a monthly basis to the County. The County shall receive all of the Construction Contingency remaining unallocated at Final Completion.

4.1.6 County's Contingency. A lump sum amount for the County's Contingency shall be established by the County. The County's Contingency is controlled solely by the County. The County's Contingency is outside of the GMP and is not part of the original bonds except to the extent that the County Contingency is utilized as a change to the Contract in accordance with Article IX "Changes in the Work" of the Contract, and may only be used for County requested additions and revisions. Expenditures from the County's Contingency must be made by Change Order issued and approved by the County. Design-Build Firm shall not be entitled to any compensation from any unused amounts of the County's Contingency.

4.1.7 Shared Savings. If the sum of the actual Cost of the Work and Design-Build Firm's Fee is less than the GMP (as adjusted by Change Orders), the difference ("Savings") shall accrue to the benefit of the parties as follows: fifty percent (50%) to the County and fifty percent (50%) to the Design-Build Firm, exclusive of any remaining Construction Contingency or County Contingency.

4.1.7.1 Savings shall be calculated and paid as part of the Final Payment under Section 4.7 of this Contract with the understanding that to the extent Design-Build Firm incurs costs after Final Completion which would have been payable to Design-Build Firm as a Cost of the Work, Design-Build Firm shall be entitled to payment from the County for that portion of such costs what were distributed to County as Savings.

4.1.7.2 Should the Design-Build Firm fail to achieve Substantial Completion by the Substantial Completion date identified in the Notice to Proceed (subject to extensions of time permitted by this Contract), then the Design-Build Firm shall not receive shared savings otherwise due the Design-Build Firm pursuant to this Section, if any.

4.1.8 Project Cost Report. Design-Build Firm shall operate and maintain an open and transparent system of pricing and charging for costs incurred during the course of the Project which shall be updated to include actual costs incurred. A report on costs shall be prepared and provided on a monthly basis, to the County. Design-Build Firm agrees to make such changes to its system of keeping these records as the County may reasonably request in writing.

4.1.9 Allowable Costs. The terms "Allowable Costs" or "Cost of the Work" shall mean costs reasonably incurred by Design-Build Firm in the proper performance of the Work. The Cost of the Work shall include the following:

- (1) Wages of direct employees of Design-Build Firm performing the Work at the Jobsite, or with the County's agreement, at locations off the Jobsite, provided however, that the costs for those employees of Design-Build Firm performing design services shall be calculated on the basis of prevailing market rates for design professional performing such services, or, if applicable, those rates set forth in an exhibit to this Contract.
- (2) Wages or salaries of Design-Build Firm's supervisory and administrative personnel engaged in the performance of the Work and who are located at the Jobsite or working off-site to assist in the production or transportation of material and equipment necessary for the Work.
- (3) Wages or salaries of Design-Build Firm's personnel stationed at Design-Build Firm's principal or branch



offices and performing design and Project administration functions. However, such costs shall be excluded from Design-Build Firm's Fee.

- (4) Costs incurred by Design-Build Firm for employee benefits, premiums, taxes, insurance, contributions and assessments required by law, collective bargaining Contracts, or which are customarily paid by Design-Build Firm, to the extent such costs are based on wages and salaries paid to employees of Design-Build Firm in performance of the Work on this Contract.
- (5) The reasonable portion of the cost of travel, accommodations and meals for Design-Build Firm's personnel necessarily and directly incurred in connection with the performance of the Work, provided the costs are agreed to by both Parties.
- (6) Payments properly made by Design-Build Firm to Subcontractors (including design consultants) for performance of portions of the Work, including bond premiums incurred by such Subcontractors for Subcontracts over \$100,000.
- (7) Costs of Design-Build Firm's self-performed Work to the extent such self-performed Work is identified in Design-Build Firm's Procurement and Subcontract Plan and authorized by the County.
- (8) Costs incurred by Design-Build Firm in repairing or correcting defective, damaged or nonconforming Work, provided that such defective, damaged or nonconforming Work resulted from causes other than the fault or negligence of the Design-Build Firm, or those working by or through Design-Build Firm. If the costs associated with such defective, damaged or nonconforming Work are recoverable from insurance, Design-Build Firm shall use its best efforts to obtain recovery from the appropriate source and credit County if recovery is obtained.
- (9) Costs, including transportation, inspection, testing, storage and handling, of materials, equipment and supplies incorporated or reasonably used in completing the Work.
- (10) Costs of removal of all nonhazardous substances, debris and waste materials from the Jobsite.
- (11) Costs incurred in establishing, operating and demobilizing the Jobsite office and other temporary facilities necessary for the performance of the Work.
- (12) Rental charges for all necessary machinery and equipment rented from an outside company (exclusive of hand tools owned by the workers, used at the Jobsite), including installation, repair and replacement, dismantling, removal, maintenance, transportation and delivery costs at prevailing competitive rates for similar machinery and equipment in the Jobsite vicinity and incurred in the performance of the Work.
- (13) Rental charges for Design-Build Firm's equipment. Any such rental charges shall be solely based on an hourly rate derived by dividing the current appropriate monthly rate by 176 hours. No payment will be made under any circumstances for repair costs, freight and transportation charges, lubricants, insurance, any other costs and expenses, or overhead and profit. Payment for such equipment made idle by delays attributable to the County will be based on one-half the derived hourly rate under this subsection.
- (14) All fuel and utility costs incurred in the performance of the Work.
- (15) Sales, use or similar taxes, tariffs or duties incurred in the performance of the Work.
- (16) Costs for permits, royalties, licenses, tests and inspections incurred by Design-Build Firm as a requirement of the Contract Documents.
- (17) Anticipated costs for providing any extended warranties exercised by the County pursuant to Paragraph 12.3 below.
- (18) Legal costs and court costs reasonably arising from Design-Build Firm's performance of the Work, provided such costs do not arise from disputes between the County and Design-Build Firm.
- (19) The cost of defending suits or claims for infringement of patent rights arising from the use of a particular design, process or product required by the County, paying legal judgments against Design-Build Firm resulting from such suits or claims, and paying settlements made with County's consent.
- (20) Deposits which are lost, as caused by the County.
- (21) Accounting and data processing costs related to the Work.

**4.1.10 Reimbursable Costs.** The following items will not be subject to any percentage markup (fee) for overhead and profit:

- (1) Performance and Payment Bonds;
- (2) Warranty Bonds;
- (3) Permit Fees;
- (4) Insurance Premiums

**4.1.11 Non-Reimbursable Costs.** The following shall be excluded from the Cost of the Work:

- (1) Compensation for Design-Build Firm's personnel stationed at Design-Build Firm's principal or branch offices or offices other than the Jobsite office, except allowable costs described in Paragraph 4.1.9 above.
- (2) Overhead and general expenses, except as provided for in Paragraph 4.1.9 above, or which may be recoverable for changes to the Work.
- (3) The cost of Design-Build Firm's capital used in the performance of the Work.
- (4) Rental costs of machinery and equipment, except as specifically provided in Paragraph 4.1.9 above.
- (5) Costs, if any, which would cause the GMP to be exceeded, unless agreed to in writing by both parties in accordance with this Contract.
- (6) Any other labor related costs not defined under Paragraph 4.1.9 that is not approved by the County at the time of the GMP.
- (7) Expenses for travel, including Design-Build Firm-supplied vehicles for personal use, incurred by Design-Build Firm's employees while traveling for purposes other than the direct execution of the Work.

4.1.12 Final GMP. At the completion of the Project, the Final GMP shall not include unused Contingency or Owner-Direct Purchases.

#### **4.2 Schedule of Values**

4.2.1 Prior to the commencement of Phase I Design and GMP Development (and within thirty (30) calendar days after receipt of the GMP Amendment for Phase II Final Design and Construction), Design-Build Firm shall submit to the County and to the Project Manager a Schedule(s) of Values allocating the Contract Price to the various portions of the Work, if such Schedule of Values is not already provided in Exhibit A or the GMP Proposal. Design-Build Firm's Schedule(s) of Values shall be prepared in such form, with such detail, and supported by such data as the Project Manager or the County may require to substantiate its accuracy. Design-Build Firm shall not imbalance the Schedule(s) of Values nor artificially inflate any element thereof.

4.2.2 Upon approval by the County, the Schedule(s) of Values shall be used as a basis for Design-Build Firm's Application for Payment. The total of all payments in the Schedule(s) of Values must at all times be equal to the Contract Price for the Design-Build Work. No progress payments shall be made to Design-Build Firm until acceptable Schedule(s) of Values are submitted as described in Paragraph 4.2.1 above.

#### **4.3 Measurement and Payment**

No payments of invoices (or portions thereof) shall, at any time, constitute approval or acceptance of the Work under this Contract, nor be a waiver by the County of any of the terms contained herein.

#### **4.4 Progress Payments**

4.4.1 Prior to Design-Build Firm's submittal of the initial Application for Payment, Design-Build Firm shall have delivered the following documents.

- (1) Schedule of Values
- (2) Project Schedule
- (3) Certified copy of recorded bond
- (4) Insurance Certificates

4.4.2 On or before the fifteenth (15th) day of each calendar month, or as otherwise agreed to by the Parties, Design-Build Firm shall submit an Application for Payment to the Project Manager in such form and manner, and with such supporting data and content, as the Project Manager may require. Such Application for Payment shall be based on the amount of Work done or completed during the payment period which is defined as the first day of the preceding calendar month through the last day of the preceding calendar month. The Project Manager will review the Application for Payment to determine whether the quantity and quality of the Work is as represented in the Application for Payment and thereafter confirm to the County the amount properly owing to Design-Build Firm. Upon receipt by the County of the Project Manager's recommendation for payment, payments will be made in accordance with the Local Government Prompt Payment Act (Sections 218.70-218.80 of the Florida Statutes) less such amounts, if any, otherwise owing by Design-Build Firm to the County or which the County shall have the right to withhold. Any Application for Payment determined by the County not to be suitable for payment shall be modified and processed in accordance with the County's assessment.



4.4.3 In the event any dispute with respect to any payment or Application for Payment cannot be resolved between Design-Build Firm and the County's Project staff, Design-Build Firm may demand in writing a meeting with and review by the County's Assistant Director of Purchasing and Contracts. Such meeting and review shall occur within ten (10) business days of receipt by the County of Design-Build Firm's written demand. The Assistant Director of Purchasing and Contracts shall issue a written decision on the dispute within ten (10) business days of such meeting. This decision shall be deemed the County's final decision for the purpose of the Local Government Prompt Payment Act.

4.4.4 The County may withhold from each progress payment made to Design-Build Firm an amount not to exceed five (5%) percent of payment as retainage until all Work is fifty percent (50%) complete, at which point the County shall not withhold additional retainage. Upon Substantial Completion, the County shall release all retainage withheld to the Design-Build Firm except for an amount equal to one hundred fifty percent (150%) of the cost of remaining work. As components of the Work are completed, the remaining retainage shall be released, provided there are no circumstances which would cause the County to withhold the retainage. In the event the County has issued a Notice of Default, or assesses liquidated damages, the County may elect not to reduce the amount of retainage withheld. Any interest earned on retainage shall accrue to the benefit of the County. The County shall make prompt payment to Design-Build Firm, unless in accordance with Section 255.078(6) of the Florida Statutes, such funds are the subject of a good faith dispute, claim or demand by the County or Design-Build Firm.

4.4.5 Design-Build Firm warrants and guarantees that title to Work, materials, and equipment covered in any Application for Payment, whether incorporated in the Project or not, shall pass to the County no later than the time of payment and shall be free and clear of liens, claims, security interests or other encumbrances.

#### **4.5 Application for Payment**

4.5.1 Design-Build Firm may make Application for Payment, at intervals of not more than once a month for Work satisfactorily completed during each Phase of the Project. Design-Build Firm shall submit with each Application for Payment an updated Project schedule acceptable to the Project Manager and include progress as-builts for the Work. Design-Build Firm shall not combine Phase I Design and GMP Development and Phase II Final Design and Construction Applications for Payment on the same form. Applications for Payment shall be on a form provided by the County, unless otherwise approved by the County, in writing. In the event the County approves an alternate Application for Payment, Design-Build Firm shall include, at a minimum, the following on each Application for Payment:

- (1) The Contract Number;
- (2) A unique Application for Payment number;
- (3) Design-Build Firm's legal name and address;
- (4) Taxpayer identification number (Design-Build Firm's federal employer identification number);
- (5) Brief description of the completed Work, in accordance with Design-Build Firm's Schedule of Values;
- (6) The original Contract Price including approved Change Order amounts; and,
- (7) Preferred remittance address, if different from the mailing address.

Design-Build Firm's Fee shall be identified as a separate line item on each Application for Payment and shall be proportional to the percentage of the Work completed, less payments previously made on account of Design Builder's Fee.

The County may require any other information from Design-Build Firm that the County deems necessary to verify Design-Build Firm's Application for Payment. No later than ten (10) calendar days after execution of this Contract or Notice to Proceed has been issued, the County will identify in a separate written notice the submittal requirements for Design-Build Firm's payment requests.

4.5.2 Delivered, stored or stockpiled materials may be included in an Application for Payment provided Design-Build Firm meets the following conditions:

- (1) Materials are suitably and securely stored at the Jobsite or a bonded warehouse (acceptable to the County);
- (2) An applicable purchase order or supplier's invoice is provided listing the materials in detail, cost of materials and identifying this specific Project by name; and
- (3) The material is insured against loss or damage: (from whatever source) or disappearance prior to incorporation into the Work.



Payments for such materials shall be at the sole discretion of the Project Manager, shall be based only upon the actual cost of the materials to Design-Build Firm, and shall not include any overhead or profit to Design-Build Firm.

4.5.3 Each Application for Payment shall be signed by Design-Build Firm and shall constitute Design-Build Firm's representation that the Work has progressed to the level for which payment is requested, that the Work has been properly installed or performed in full accordance with this Contract, and that Design-Build Firm knows of no reason why payment should not be made as requested. Design-Build Firm's final Application for Payment shall also be accompanied by a full and complete release and/or waiver of all liens complying with Section 713.20 of the Florida Statutes.

4.5.4 Design-Build Firm must remit undisputed payment due for labor, services, or materials furnished by Subcontractors and suppliers hired by Design-Build Firm, within ten (10) days after receipt of each progress payment from the County pursuant to Section 218.735 of the Florida Statutes. If necessary for the protection of the County, the County shall have the right, at its sole option, to make payment by joint check or by direct check to Design-Build Firm's Subcontractors or suppliers without advance notice to or consent of Design-Build Firm. If joint checks are issued following claims by Design-Build Firm's Subcontractors or suppliers, the County shall be entitled to an administrative fee of \$50.00 per check for the expense of processing each joint check. Any amounts paid directly to a Subcontractor or supplier will be deducted from payments made to, or amounts due or that may become due to, Design-Build Firm. The issuance of a joint check shall create no rights in favor of any person or entity beyond the right of the named payees to payment of the check and shall not be deemed to commit the County to repeat the procedure in the future.

4.5.5 No progress payment, nor any use or occupancy of the Project by the County, shall be interpreted to constitute approval or acceptance of any Work under this Contract, nor be considered a waiver by Design-Build Firm of any of the terms of this Contract.

4.5.6 The County's performance and obligation to pay under this Contract is contingent upon an appropriation of lawfully available funds by the Board of County Commissioners. The County shall promptly notify Design-Build Firm if the necessary appropriation is not made.

#### **4.6 Withheld Payment**

4.6.1 The County may decline to make payment, may withhold funds otherwise payable and, if necessary, may demand the return of some or all of the amounts previously paid to Design-Builder, if:

- (1) Any Claims are made against Design-Build Firm by the County or third parties, including Claims for liquidated damages or if reasonable evidence indicates the probability of the making of any such Claim;
- (2) Any Claims are made against the County, the County's property or any other party indemnified hereunder which is or might be covered by Design-Build Firm's Indemnification obligations under Section 11.2 below;
- (3) Design-Build Firm fails to pay Subcontractors or others in full and on-time;
- (4) Design-Build Firm fails to submit schedules, reports, or other information required under the Contract;
- (5) Design-Build Firm fails to diligently prosecute the Work and maintain progress to assure completion within the Contract Time;
- (6) Design-Build Firm persistently fails to fully and timely perform the Work in accordance with the Contract Documents;
- (7) Defective or nonconforming Work is not remedied; or
- (8) Design-Build Firm is in default of any other representation, warranty, covenant or performance obligation of this Contract.

4.6.2 If Claims or liens filed against Design-Build Firm or property of the County connected with performance under this Contract are not promptly removed by Design-Build Firm after receipt of written notice from the County to do so, the County may remove such Claims or liens and all costs in connection with such removal shall be deducted from withheld payments or other monies due, or which may become due, to Design-Build Firm. If the amount of such withheld payments or other monies due Design-Build Firm under the Contract is insufficient to meet such cost, or if any Claim or lien against Design-Build Firm is discharged by the County after final payment is made, Design-Build Firm and its surety or sureties shall promptly pay the County all costs (including attorney's fees) incurred thereby regardless of when such Claim or lien arose.

#### **4.7 Final Inspection (Phase II Final Design and Construction)**

4.7.1 The following items shall be completed prior to Design-Build Firm's request for a Final Completion inspection of Design Build Work under Phase II:



- (1) All general construction completed;
- (2) Project Jobsite cleared of Design-Build Firm's excess equipment, storage shacks, trailers, and/or building supplies;
- (3) Project record Drawings and Specifications submitted in accordance with the Contract Documents;
- (4) Preliminary as-built drawings submitted;
- (5) All applicable permits required for use provided;
- (6) All operations and maintenance manuals, training literature, and software for all equipment provided;
- (7) Manufacturers' certifications and warranties provided; and
- (8) All required spare parts and special tools provided.

4.7.2 When all Design-Build Work is finally complete and Design-Build Firm is ready for a final inspection, Design-Build Firm shall provide written notice to the County and the Project Manager. The Project Manager, with Design-Build Firm's cooperation, will conduct such reviews, inspections and tests as may be reasonably required to satisfy the County that the Design-Build Work, or identified portion of the Work, conforms to all requirements of the Contract Documents. If the Project Manager determines that the Design-Build Work or any part of the Work is not complete or fails to conform to the Contract Document requirements, Design-Build Firm will be notified in writing of deficiencies. After correcting all deficiencies Design-Build Firm shall again initiate the procedures for final inspection as set forth above. The Project Manager will issue a Final Certificate for Payment following satisfactory inspection of the Design-Build Work provided Design-Build Firm has delivered to the Project Manager the final corrected as-built Drawings and the final bill of materials, if any.

## **ARTICLE V DESIGN-BUILDER RESPONSIBILITIES**

### **5.1 Performance**

5.1.1 Design-Build Firm warrants that, to the best of its knowledge, there is no pending or threatened action, proceeding, or investigation, or any other legal or financial condition, that would in any way prohibit, restrain, or diminish Design-Build Firm's ability to satisfy its contractual obligations hereunder. Design-Build Firm warrants that neither it nor any Subcontractor is currently on the convicted vendor list maintained pursuant to Section 287.133 of the Florida Statutes, or on any similar list maintained by any other state or the federal government. Design-Build Firm shall immediately notify the County in writing if its ability to perform is compromised in any manner during the term of the Contract.

5.1.2 Design-Build Firm shall throughout the performance of Work under this Contract, cooperate with the County, and shall perform its responsibilities, obligations and services in a timely manner so as to meet all of its obligations under this Agreement.

5.1.3 Design-Build Firm shall perform no part of the Work at any time without adequate Contract Documents or, as appropriate, approved Shop Drawings, Product Data or samples for such portion of the Work. If Design-Build Firm performs any portion of the Work where Design-Build Firm knows or should know such Work involves a recognized error, inconsistency or omission in the Contract Documents without notice to the Project Manager and the County, Design-Build Firm shall bear responsibility for such performance and shall bear the cost of correction.

5.1.4 Design-Build Firm shall perform the Work strictly in accordance with this Contract.

5.1.5 Design-Build Firm shall confine its operations to the Jobsite or such other land and areas identified in and permitted by the Contract Documents. Design-Build Firm shall assume full responsibility for any damage to any such land or area, to the County or occupant thereof, or of any adjacent land or areas, resulting from the performance of the Work. Should any Claim be made by any such County or occupant because of the performance of the Work, Design-Build Firm shall promptly settle with such other party by negotiation or otherwise resolve the Claim by other dispute resolution proceeding or at law. Design-Build Firm shall, to the fullest extent permitted by Applicable Law, indemnify and hold harmless the County, and its officers, directors, agents and employees and anyone directly or indirectly employed by them from and against Claims, costs, losses, and damages arising out of or resulting from any Claim or action, legal or equitable, brought by any such County or occupant against the County or any other party indemnified hereunder to the extent caused by or based upon Design-Build Firm's or a Subcontractor's performance of the Work.



5.1.6 Design-Build Firm is solely and exclusively responsible for supervising all workers at the Jobsite. Design-Build Firm shall supervise and direct the Work using Design-Build Firm's best skill, effort and attention. Design-Build Firm shall be responsible to the County for any and all acts or omissions of Design-Build Firm, its employees, Subcontractors, and others engaged in the Work on behalf of Design-Build Firm.

5.1.7 Design-Build Firm and the Work must comply with all Applicable Law and the requirements of any applicable grant agreements.

## **5.2 Authorized Representative**

5.2.1 Prior to commencing Work, Design-Build Firm shall designate in writing a competent, authorized representative(s) acceptable to the County to represent and act for Design-Build Firm ("Authorized Representative") during all phases of the Design-Build Work. All communications given to the Authorized Representative shall be binding upon Design-Build Firm. An Authorized Representative may be added, removed or changed upon prior written notice given pursuant to Section 15.25 titled "Written Notice". Any such addition, removal or change is subject to the County's approval.

5.2.2 At all times during Phase II Final Design and Construction, Design-Build Firm shall have one or more Authorized Representatives present on the Jobsite. Such Authorized Representative shall be capable to effectively communicate with the County or the County's Project Manager, execute and enforce applicable Contract Documents and address Jobsite safety and environmental requirements.

## **5.3 Environmental, Safety and Health**

5.3.1 Safety and Protection. Design-Build Firm shall be solely and exclusively responsible for conducting operations under this Contract to avoid risk of harm to the health and safety of persons and property and for inspecting, supervising and monitoring all equipment, materials (whether in storage on or off the Jobsite), work practices and safety precautions (including but not limited to adequate maintenance of traffic) used in the Work to ensure compliance with its obligations under this Contract. Design-Build Firm shall provide or cause to be provided necessary training and furnish all safety construction equipment/tools, including OSHA compliant and ANSI certified personal protective equipment as appropriate and necessary for the performance of the Work, to its Subcontractors of every tier and enforce the use of such training and safety construction equipment/tools.

5.3.2 Compliance. Design-Build Firm shall comply with all Applicable Laws bearing on the safety of persons or property, or their protection from damage, injury or loss including compliance with applicable permits, Project plans and approvals. To the extent allowed by law, Design-Build Firm shall assume all responsibility and liability with respect to all matters regarding the safety and health of its employees and the employees of Design-Build Firm's Subcontractors and suppliers of any tier, with respect to the Work.

5.3.3 Stop Work Authority. Notwithstanding the foregoing, the County reserves the right to direct Design-Build Firm to stop Work and correct an unsafe condition at any time that any person present at the Jobsite identifies any unsafe condition or action. For this purpose only, any person at the Jobsite is authorized to act on behalf of the County.

5.3.4 Safety Representative. Prior to commencing any construction Work, Design-Build Firm shall designate in writing a member(s) of its Jobsite construction team as its Safety Representative. Such Safety Representative shall be acceptable to the County and shall have responsibility for implementing all safety procedures, including OSHA, responsibility for the prevention of accidents, authority for monitoring safety of the Work, authority to correct unsafe conditions or acts by its employees or Subcontractors, the ability to oversee compliance with and address environmental requirements, and coordinate with other on-site contractors and subcontractors on safety and environmental matters required for the Work. In the absence of the required written designation, this person shall be Design-Build Firm's Superintendent.

5.3.5 Safety Reporting Requirements. Design-Build Firm shall maintain accident and injury records as required by Applicable Law. Such records will be made available to the County upon request. Design-Build Firm shall immediately report to the County any death, injury or damage to property incurred or caused by Design-Build Firm's employees and employees of Design-Build Firm's Subcontractors and suppliers of any tier.

5.3.6 Drug Free Workplace. By signing this Contract, Design-Build Firm agrees to maintain a healthy and productive workforce and safe working conditions thru compliance with the Drug-Free Workplace Act (Chapter 112, Florida State Statutes). Design-Build Firm's personnel shall not possess, use, manufacture, distribute or be under the influence of



while on the Jobsite (or any other location where the provisions of this Contract applies) alcoholic beverages and/or illegal drugs or any other "Drug" as such term is defined in the Drug-Free Workplace Act.

5.3.7 Occupational Safety and Health Act (OSHA). Design-Build Firm warrants that all materials, equipment, services, etc., delivered or provided to the County shall conform in all respects to the standards set forth in the Occupational Safety and Health Act (OSHA) of 1970 as amended and the failure to comply will be considered a breach of this Contract. Design-Build Firm further certifies that if material, equipment, service, etc., delivered or provided to the County is subsequently found to be deficient in any OSHA requirement in effect on date of delivery or service fulfillment date, all costs necessary to bring the material, equipment, service, etc., into compliance with the aforementioned requirements shall be borne by Design-Build Firm.

5.3.8 Toxic Substances/Federal Hazard Communication "Right to Know and Understand" Regulations  
The Federal "Right to Know and Understand" Regulation (also known as the Hazard Communication / Globally Harmonized System of Classification and Labeling of Chemicals (GHS) implemented by OSHA requires employers to inform their employees of any toxic substances to which they may be exposed in the workplace, and to provide training in safe chemical storage, labeling, handling practices and emergency procedures.

Accordingly, Design-Build Firm is required to provide completed Safety Data Sheets (SDS) for each hazardous substance provided to the County under this Contract. This includes hazardous substances that are not directly included in the Contract Documents, but are included in the goods or services provided by Design-Build Firm to the County. The SDS for each substance must be sent to the County's Project Manager and must also be sent to:

St. Johns County, a political subdivision of the State of Florida  
500 San Sebastian View  
St. Augustine, FL 32084  
Attn: Risk Management

In the event that hazardous material is improperly handled or stored by Design-Build Firm, its Subcontractors, any sub-subcontractors, or any employee or agent of any of the aforementioned which results in contamination of the Jobsite, Design-Build Firm shall immediately notify the County and the appropriate governmental authority and shall take whatever action is necessary or desirable to remediate the contamination at Design-Build Firm's sole cost and expense. Further, Design-Build Firm shall indemnify and hold harmless the County from any and all cost, expense, action, or liability whatsoever resulting from such contamination and/or remedial activities. The indemnity provisions of this section shall survive the expiration or earlier termination of this Contract.

#### **5.4 Ownership of Work Product**

5.4.1 All concepts, products, processes (patentable or otherwise) and copyrightable material (including but not limited to documents, specifications, calculations, maps, sketches, notes, reports, studies, proposals, data, models, samples, surveys, drawings, designs, electronic software, and any other results of the Work), first developed, produced or reduced to practice by Design-Build Firm or Subcontractor, or purchased under this Contract, or at the County's expense ("Work Product"), shall be and remains the County's property upon creation. At the County's request, Design-Build Firm shall provide the County with copies of supporting computations, analyses, sketches, or similar items pertaining to the Design-Build Firm's Work Product.

5.4.2 The Design-Build Firm may not reuse Work Product developed by Design-Build Firm for the County without the express written permission of the County. The County may, at its option, reproduce and reuse Work Product (in whole or in part) and Design-Build Firm agrees to such reuse in accordance with this provision. Any plans which the Design-Build Firm provides under this Contract shall contain a statement that they are subject to reuse in accordance with the provisions of Section 287.055(10), Florida Statutes. In the event the County alters the Work Product, or any portion(s) thereof, for reuse, the County shall indemnify and hold the Design-Build Firm, and anyone working by or through the Design-Build Firm harmless from and against any and all claims, damages, liabilities, losses, and expenses including reasonable attorneys fees arising from the County's alteration of the Work Product.

5.4.3 All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to, any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated hereby.



## ARTICLE VI PROJECT MANAGER

### 6.1 Project Manager Responsibilities

6.1.1 The County shall designate as its representative a Project Manager who shall be fully acquainted with the Project. The Project Manager shall be the County's representative from the Effective Date of this Contract until final payment has been made. The Project Manager shall be authorized to act on behalf of the County only to the extent provided in this Article VI.

6.1.2 The County and Design-Build Firm shall communicate with each other in the first instance through the Project Manager.

6.1.3 The Project Manager shall be the initial interpreter of the requirements of the Drawings and Specifications and the judge of the performance there under by Design-Build Firm. The Project Manager shall render written or graphic interpretations necessary for the proper execution or progress of the Work with reasonable promptness on request of Design-Build Firm.

6.1.4 The Project Manager shall review Design-Build Firm's Applications for Payment and shall confirm to the County for payment to Design-Build Firm, those amounts then due to Design-Build Firm as provided in this Contract.

6.1.5 The Project Manager shall have authority to reject Work, which is defective or does not conform to the requirements of this Contract. If the Project Manager deems it necessary or advisable, the Project Manager shall have authority to require additional inspection or testing of the Work for compliance with Contract requirements at Design-Build Firm's expense.

6.1.6 The Project Manager shall review and accept, or take other appropriate action as necessary, concerning Design-Build Firm's submittals including but not limited to Shop Drawings, Product Data and Samples. Such review, acceptance or other action shall be for the sole purpose of determining conformance with the design concept and information given through the Contract Documents.

6.1.7 The Project Manager may authorize minor changes in the Work by field order as provided elsewhere herein. The Project Manager does not have authority to approve adjustments to the Contract Price or Contract Time. If at any time Design-Build Firm believes that acts or omissions of the County constitute a change to the Work, Design-Build Firm shall submit a written notice in accordance with the requirements of Article IX.

6.1.8 The Project Manager shall, upon written request from Design-Build Firm, conduct inspections to determine the date of Substantial Completion and the date of Final Completion, shall receive and forward to the County for the County's review and records, written warranties and related documents required by this Contract and shall issue a Final Certificate for Payment upon compliance with the requirements of this Contract.

6.1.9 The Project Manager's decision in matters relating to aesthetic effect shall be final if consistent with the intent of this Contract.

### 6.2 Field Orders

The Project Manager shall have authority to order minor changes in the Work not involving a change in the Contract Price or Contract Time and not inconsistent with the intent of this Contract. Such changes shall be affected by written field order and shall be binding upon Design-Build Firm. Design-Build Firm shall carry out such field orders promptly.

## ARTICLE VII SUBCONTRACTORS

### 7.1 Award of Subcontracts

7.1.1 Subject to Exhibit B Subcontractor Scope and Services attached hereto, Design-Build Firm may engage Subcontractors as required to perform the Work and fulfill Design-Build Firm's obligations under this Contract. Work performed by a Subcontractor shall be pursuant to an appropriate agreement between Design-Build Firm and the Subcontractor that specifically binds the Subcontractor to the applicable terms and conditions of the Contract Documents for the benefit of the County. No Subcontractor is intended to be or shall be deemed a third-party beneficiary of this Contract. Nothing contained in the Contract Documents shall create any contractual relationship between the County and



any such Subcontractor nor shall it create any obligation on the part of the County to pay or cause the payment of any moneys due any such Subcontractor except as may otherwise be required by Applicable Law.

7.1.2 Design-Build Firm is encouraged to maximize the utilization of Local Business and Minority/Disadvantaged Business Enterprises when procuring subcontracted services, where the use of such Suppliers is reasonable and in the best interest of the Project. Design-Build Firm is not obligated to utilize any such Suppliers at any specified percentage under this Contract.

7.1.3 Design-Build Firm shall retain full responsibility to the County for all Work performed under the Contract Documents. All persons engaged in the Work of the Project are the responsibility and under the control of Design-Build Firm.

7.1.4 Design-Build Firm shall give personal attention to fulfillment of the Contract and shall keep the Work under Design-Build Firm's control. When any Subcontractor fails to execute a portion of the Work in a manner not consistent with the Contract Documents and industry standards, County may provide written notice to Design-Builder that it desires the Subcontractor to be terminated unless the problem cited is cured, or commenced to be cured, within seven (7) days of Design-Builder's receipt of such notice. If Design-Builder fails to cure, or reasonable commence to cure, such problem, then County may give a second written notice to Design-Builder, and Design-Build Firm shall remove such Subcontractor immediately, and the Subcontractor shall not again be employed on the Project. The County shall not be responsible for added costs to the Design-Build Firm, if any, of employing such replacement. The County will not entertain requests to arbitrate disputes among Subcontractors or between Design-Build Firm and Subcontractor(s) concerning responsibility for performing any part of the Work.

## ARTICLE VIII CONTRACT DISPUTES/CLAIMS

### 8.1 Contract Claims

8.1.1 If any dispute between the County and Design-Build Firm arises under this Contract and such dispute cannot be resolved by good faith negotiation at the field level between the Authorized Representatives of each party, such dispute shall be promptly escalated to Design-Build Firm's Senior Representative and County's Senior Representative, upon the request of either party, who shall meet as soon as conveniently possible, but in no case later than fourteen (14) calendar days after such a request is made, to attempt to resolve such dispute or disagreement. Five (5) calendar days prior to any meetings between the Senior Representatives, the parties will exchange relevant information that will assist the parties in resolving the dispute or disagreement.

8.1.2 If after meeting, the Senior Representatives determine that the dispute or disagreement cannot be resolved on terms satisfactory to both parties, the Design-Build Firm shall submit a Contract claim as provided herein.

8.1.3 Claims arising from this Contract shall be filed with the Assistant Director of Purchasing & Contracts. Prior to filing a contract claim, Design-Build Firm shall first exhaust all remedies set forth in the Contract Documents. The Contract Claim must be submitted to the Assistant Director of Purchasing & Contracts within five (5) business days of exhausting the all remedies set forth above. Pending final resolution of a dispute or claim, unless otherwise agreed in writing, the Design-Build Firm is required to proceed with performance of the Work and maintain effective progress to complete the Work within the Contract Time set forth herein. The contract claim shall include, at a minimum, the following:

- (1) The name and address of the Contractor and any legal counsel; and
- (2) The address to which the Assistant Director of Purchasing & Contracts should send their final decision; and
- (3) Identification of the final adverse decision or document that is the subject of the contract claim; and
- (4) Identification of the administrative remedies provided for in the contract that were pursued prior to the claim and the outcome; and
- (5) A statement of the grounds for each issue to be reviewed and the applicable provisions of the Contract, as well as any applicable Laws, or other legal authorities which the Contract deems applicable to the claim; and
- (6) A statement of the grounds for each issue raised in the contract claim; and
- (7) A copy of the final adverse decision or document that is the subject of the claim and any exhibits, evidence or documents which the Design-Build Firm deems applicable to the issues raised in the claim.



8.1.4 During the Assistant Director of Purchasing & Contracts' review of the contract claim, the Assistant Director of Purchasing & Contracts may request additional information from either party. The parties are to provide the Assistant Director of Purchasing & Contracts with the requested information within the time period set forth in the request. Failure of any party to timely comply may result in resolution of the claim without consideration of the requested information.

8.1.5 The Assistant Director of Purchasing & Contracts shall render a decision on the Contract Claim within twenty-one (21) calendar days of receipt of all requested information. The written decision of the Assistant Director of Purchasing & Contracts shall be sent to the Design-Build Firm to the notice address listed herein or by such other means as agreed to by the parties.

8.1.6 The decision for any contract claim by the Assistant Director of Purchasing & Contracts may be appealed by the Design-Build Firm to the County Administrator. Design-Build Firm must submit their appeal to the County Administrator, including any and all information, documentation, backup data, or other supplemental facts or figures within five (5) business days of receipt of the Assistant Director of Purchasing & Contract's decision. Failure of the Design-Build Firm to submit an appeal within the prescribed timeframe shall be a waiver of a right to appeal the rendered decision. The appeal shall include any and all information, documentation and data relative to the Contract Claim and subsequent appeal. The County Administrator shall render a decision within thirty (30) calendar days of receipt of all information. The County Administrator's decision shall be considered final, unless Design-Build Firm takes legal action in Circuit Court.

## ARTICLE IX CHANGES IN THE WORK

### 9.1 General

9.1.1 The County may, at any time, without invalidating this Contract and without notice to sureties, direct changes in the Work within the general scope of this Contract, consisting of additions, deletions, revisions, or any combination thereof, by Change Order or by field order. Design-Build Firm agrees to promptly comply with such orders and proceed with the Work, which shall be performed under the applicable requirements of the Contract Documents. Contract Time and Contract Price will be adjusted, in accordance with Sections 9.2 and 9.3 below, by written Change Order for changes which increase or decrease the cost of or time for performance of the Work.

9.1.2 If at any time Design-Build Firm believes that acts or omissions of the County constitute a change to the Work, Design-Build Firm shall submit a written notice to the Project Manager explaining in detail the basis for the change request. Design-Build Firm's written notice must be furnished within seven (7) calendar days of the commencement of the event giving rise to the claim or Design-Build Firm's knowledge of the claim, and the notice shall state the general nature and cause of the claim. Thereafter, within twenty (20) days after the termination of the event giving rise to the claim or Design-Build Firm's knowledge of the claim, Design-Build Firm shall submit written notice of the extent of the claim with supporting information and documentation to the Project Manager and County. **IT IS EXPRESSLY AND SPECIFICALLY AGREED THAT ANY AND ALL CLAIMS FOR CHANGES TO THE CONTRACT TIME OR CONTRACT PRICE SHALL BE WAIVED IF NOT SUBMITTED IN STRICT ACCORDANCE WITH THE REQUIREMENTS OF THIS SECTION.** Pending final resolution of any such claim request, Design-Build Firm shall diligently proceed with performance of this Contract regardless of any dispute concerning performance of the Work or the amount Design-Build Firm is to be paid for such Work.

### 9.2 Changes in the Contract Time

9.2.1 The Contract Time will be extended by Change Order in an amount equal to time lost on critical Work items due to delays beyond the control of and through no fault or negligence of Design-Build Firm if a claim for an extension is submitted in accordance with Section 9.1.2 above.

9.2.2 If Design-Build Firm is delayed in progressing any task which at the time of the delay is then critical or which during the delay becomes critical, as a direct result of unusually adverse weather conditions not reasonably anticipated, or any other causes beyond Design-Build Firm's reasonable control and not attributable to Design-Build Firm or Design-Build Firm's Subcontractor's actions or failure to act, then the date for achieving Substantial Completion of the Work may be extended for such reasonable time as the Project Manager may determine.

9.2.3 Extensions to the Contract Time for delays caused by the effects of inclement weather or named storms shall be submitted as a request for a change in the Contract Time pursuant to paragraph 9.1.2 above. Time extensions are justified



only when rain, other inclement weather conditions, or related adverse soil conditions result in Design-Build Firm's inability to work at least fifty percent (50%) of the normal workday on controlling items of Work identified on the accepted schedule or updates to that schedule.

9.2.4 Design-Build Firm shall take all precautions necessary to secure the Project Jobsite from any damage that may be caused by all threatened storm events, regardless of whether the County has given notice of same. Suspension of the Work caused by a threatened or actual storm event, regardless of whether the County has directed such suspension, will entitle Design-Build Firm to additional Contract Time.

### **9.3 Changes in the Contract Price**

9.3.1 In connection with any claim by Design-Build Firm against the County for compensation in excess of the Contract Price, any liability of the County for Design-Build Firm's costs shall be strictly limited to direct costs incurred by Design-Build Firm and shall in no event include indirect costs or consequential damages of Design-Build Firm.

9.3.2 Any change in the Contract Price resulting from a Change Order shall be determined as follows:

- (1) By mutual acceptance of a lump sum increase or decrease in costs. Upon the Project Manager's request, Design-Build Firm shall furnish a detailed estimate of increased or decreased costs, together with cost breakdowns and other support data as the Project Manager may reasonably request.
- (2) By Unit Prices stated in the Contract Documents, or subsequently agreed upon.
- (3) By a manner or method mutually agreed by the County and Design-Build Firm.

9.3.3 If no mutual agreement occurs between the County and Design-Build Firm, then the change in the Contract Price, if any, shall than be determined by the Project Manager on the basis of the reasonable expenditures or savings of those performing, deleting or revising the Work attributable to the change, including, in the case of an increase or decrease in the Contract Price, a reasonable allowance for direct job site overhead and profit. In such case, Design-Build Firm shall present, in such form and with such content as the County or the Project Manager requires, an itemized accounting of such expenditures or savings shall be limited to the following: reasonable costs of materials, supplies, or equipment including delivery costs, reasonable costs of labor, including social security, unemployment insurance, fringe benefits required by a pre-existing Contract or by custom, and workers' compensation insurance, reasonable costs of premiums for all bonds and insurance, permit fees, and sales, use or other taxes paid by Design-Build Firm that are directly attributable to the changed Work. In no event shall any expenditure or savings associated with Design-Build Firm's home office or other non-Jobsite overhead expenses be included in any change in the Contract Price. Pending final determination of reasonable expenditures or savings to the County, payments shall be made to Design-Build Firm based on the Project Manager's recommendation for payment.

9.3.4 Costs which will not be allowed or paid in Change Orders or other claims under this Contract include, but are not limited to, the costs of preparing or reviewing change request/claims or proposed Change Orders, change request/claim consulting costs; lost revenues; lost profits; lost income or earnings; interest cost of any type other than those mandated by statute; rescheduling costs; lost earnings; loss of other business; or the costs of Design-Build Firm representatives visiting the Jobsite or participating in meetings with the County. The County shall not be liable to Design-Build Firm for claims of third parties, including Subcontractors, unless and until liability of Design-Build Firm has been established therefore in a court of competent jurisdiction.

### **9.4 Acceptance of Change Orders**

Design-Build Firm's written acceptance of a Change Order shall constitute a final and binding Contract to the provisions thereof and a waiver of all claims in connection therewith, whether direct, indirect, or consequential in nature.

### **9.5 Notice to Sureties**

Design-Build Firm shall notify and obtain the timely consent and approval of Design-Build Firm's surety with reference to all Change Orders if such notice, consent or approval is required by Design-Build Firm's surety or by law. Design-Build Firm represents and warrants to County that Design-Build Firm is solely liable and responsible to so notify and obtain any such consent or approval.

### **9.6 Hazardous Waste Mitigation**

9.6.1 County acknowledges that any pre-existing hazardous materials located on any Jobsite was not generated or created by the Design-Build Firm. The Design-Build Firm shall notify the Project Manager within forty-eight (48) hours of discovery of any hazardous materials at any Jobsite where Work is being performed. Design-Build Firm shall submit



to the Project Manager a proposal for all work associated with remediation of the hazardous materials, including collection, removal, transportation and disposal of the hazardous materials within three (3) calendar days of reporting the discovery to the Project Manager. In the event the County elects to accept the proposal submitted by the Design-Build Firm, the County shall issue a Change Order for the additional work. Any and all mitigation efforts shall be performed in compliance with any and all applicable regulations, codes, rules, laws, ordinances and policies. It is expressly understood that the County is under no obligation to accept the Design-Build Firm's submitted proposal, or to utilize the Design-Build Firm to remediate any hazardous materials.

9.6.2 In the event the County elects to utilize a third-party to remediate any discovered hazardous materials, the County shall coordinate with the Design-Build Firm for all activities related to the remediation efforts. Design-Build Firm agrees to fully cooperate with the County and any third-party in coordination of all remediation efforts. In the event the County utilizes a third-party for remediation of any discovered hazardous materials, the Design-Build Firm shall not be responsible for any remediation efforts, including collection, removal, transportation and disposal, undertaken by the third-party.

### **9.7 Differing Site Conditions**

If during the course of the Work, Design-Build Firm encounters (1) subsurface or concealed conditions at the Project's Jobsite that differ materially from those shown in the Contract Documents and from those ordinarily encountered and generally recognized as inherent in work of the character called for in this Contract; or (2) unknown physical conditions of the Project's Jobsite, of an unusual nature, which differ materially from that ordinarily encountered and generally recognized as inherent in work of the character called for in this Contract, then Design-Build Firm, without disturbing the conditions and before performing any Work affected by such conditions, shall, within forty-eight (48) hours of their discovery, notify the Project Manager in writing of the existence of the aforesaid conditions. The Project Manager shall, within two (2) business days after receipt of Design-Build Firm's written notice, investigate the site conditions identified by Design-Build Firm. If, in the sole opinion of the Project Manager, the conditions do materially so differ and cause an increase or decrease in Design-Build Firm's cost of, or the time required for, the performance of any part of the Work, whether or not charged as a result of the conditions, the Design-Build Firm may submit a proposal for an equitable adjustment to the Contract Price, or the Contract Time, or both. If Project Manager and Design-Build Firm cannot agree on an adjustment in the Contract Price or Contract Time, the adjustment shall be referred to the Assistant Director of Purchasing and Contracts for determination in accordance with the provisions of Article VIII. No request by Design-Build Firm for an equitable adjustment to this Contract under this provision shall be allowed unless Design-Build Firm has given written notice to the Project Manager in strict accordance with the provisions of this Article. **NO REQUEST FOR AN EQUITABLE ADJUSTMENT OR CHANGE TO THE CONTRACT PRICE OR CONTRACT TIME FOR DIFFERING SITE CONDITIONS SHALL BE ALLOWED IF MADE AFTER THE DATE CERTIFIED BY THE PROJECT MANAGER AS THE DATE OF SUBSTANTIAL COMPLETION.**

The failure by Design-Build Firm to provide written notice as provided in this Paragraph 9.7 shall constitute a waiver by Design-Build Firm of any Claim arising out of or relating to such concealed or unknown condition.

## **ARTICLE IX UNCOVERING WORK, STOPPING WORK, AND ACCEPTING DEFECTIVE OR NONCONFORMING WORK**

### **10.1 Uncovering Work**

10.1.1 No Work or portion of Work shall be covered until inspected by the County as required by the Contract Documents. If any of the Work is covered contrary to the request or direction of the County or the Project Manager or contrary to the requirements of the Contract Documents, Design-Build Firm shall, upon written request, uncover it for the Project Manager's inspection and subsequently cover the Work in accordance with the Contract Documents without adjustment to the Contract Time or Contract Price. The provisions and obligations set forth herein shall apply even if the County ultimately determines (after uncovering and inspection) that the underlying Work in question conforms to the requirements of the Contract Documents.

10.1.2 Should the County wish to either (i) re-inspect a portion of the Work that has been covered by Design-Build Firm in compliance with Paragraph 10.1.1, above, or (ii) inspect a portion of the Work that has been covered by Design-Build Firm which is not required by the Contract Documents to be observed or inspected prior to its being covered and which the County did not specifically request to observe prior to its being covered, Design-Build Firm shall uncover the applicable portion of the Work upon written request. If the County determines that the Work uncovered conforms to the



requirements of the Contract Documents, then the County will pay the costs of uncovering and replacement of the cover through a Change Order and will adjust the Contract Time by Change Order if the uncovering and replacement Work extends the most current Substantial Completion or Final Completion date, as applicable. If, however, the County determines that the Work uncovered does not conform to the requirements of the Contract Documents, then Design-Build Firm shall pay the costs of uncovering and replacement and shall not be entitled to an adjustment of the Contract Price.

### **10.2 Right to Stop Work**

If the Work is defective, or Design-Build Firm fails to supply sufficient skilled workers, suitable materials, or equipment or fails to furnish or perform the Work in such a way that the completed Work will conform to the Contract Documents, the County, acting through the Project Manager, may order Design-Build Firm to stop the Work, or any portion thereof, until the cause for such order has been eliminated. The County's right to stop Work, or any portion thereof, shall not give rise to any duty on the part of the County to exercise this right for the benefit of Design-Build Firm or any other party.

### **10.3 County May Accept Defective or Nonconforming Work**

If the County chooses to accept defective or nonconforming Work, the County may do so. In such events, the Contract Price shall be reduced by the greater of (a) the reasonable cost of removing and correcting the defective or nonconforming Work, and (b) the difference between the fair market value of the Work had it not been constructed in such manner as to include defective or nonconforming Work. If the remaining portion of the unpaid Contract Price, if any, is insufficient to compensate the County for its acceptance of defective or nonconforming Work, Design-Build Firm shall pay the County such remaining compensation for accepting defective or nonconforming Work.

## **ARTICLE XI CONTRACT SUSPENSION AND TERMINATION**

### **11.1 Suspension**

The County may, by written notice, order Design-Build Firm to suspend, delay or interrupt Work, in whole or in part, for a period of time as the County may determine. If such suspension delays Design-Build Firm's ability to meet the authorized Contract Time, Design-Build Firm and County shall negotiate and agree upon any Change Orders for Contract Time and/or Contract Price. Design-Build Firm shall not be entitled to an adjustment to the Contract Time to the extent that performance is, was or would have been so suspended, delayed or interrupted by another cause, act or omission for which Design-Build Firm is responsible. Notwithstanding anything to the contrary in this Contract and, in the event any such suspension exceeds ninety (90) days, Design-Build Firm may, upon ten (10) days written notice to the County, terminate performance under this Contract and recover from the County an equitable adjustment in accordance with Section 9.3 above.

### **11.2 Termination**

11.2.1 The County may by written notice to Design-Build Firm terminate the Work under this Contract in whole or in part at any time for the County's convenience or for the default of Design-Build Firm.

11.2.1.1 The County may terminate this Contract, in whole or in part, for its convenience upon thirty (30) calendar days written notice to the Design-Build Firm. If the termination is for the convenience of the County, an equitable adjustment in the compensation to be paid to Design-Build Firm shall be made based upon the cost for completed Work, Work in progress, and the substantiated, reasonable and actually incurred costs associated with termination, including demobilization costs and amounts due in settlement of terminated contracts with Subcontractors and Design Consultants. No amount shall be allowed for anticipated profit or unperformed work.

11.2.1.2 Upon providing sixty (60) calendar days written notice, the Design-Build Firm may terminate this Contract for any reason, provided that any outstanding Work is completed by Design-Build Firm, or Design-Build Firm's Subcontractors. Design-Build Firm further agrees to cooperate and assist the County, upon request, in order to complete any Work under this Project. In such event, the County shall compensate Design-Build Firm as mutually agreed in writing for any such Work after termination.

11.2.1.3 The County may terminate this Contract, in whole or in part, for cause (or "default"). In the event of Design-Build Firm's default, the County shall issue a Notice of Default to the Design-Build Firm, articulating the items which the County finds to be in default of the requirements of this Agreement. Design-Build Firm shall have ten (10) calendar days from receipt of Notice of Default to remedy deficiencies or submit, in writing, an acceptable plan for remedying



the deficiencies identified in said notice. If Design-Build Firm fails to remedy such deficiencies, or to submit an acceptable plan for remedying such deficiencies, to the satisfaction of the County within the stated time period, the County shall issue a Notice of Termination, and take over and prosecute the Work to completion. In such case, Design-Build Firm shall be liable to the County for all reasonable additional costs incurred by the County in completion of the Work.

11.2.2 Upon receipt of such termination notice Design-Build Firm shall immediately stop all Work and shall immediately cause any and all of its Subcontractors and material suppliers at any tier, to immediately stop all work, leaving the construction Site in a safe and secured condition. Design-Build Firm shall not be paid for any work performed or costs incurred after the termination date that reasonably could have been avoided. The County may direct Design-Build Firm to assign Design-Build Firm's right, title and interest under terminated orders or subcontracts to its designee.

11.2.3 Design-Build Firm shall not remove from the construction Jobsite any materials, equipment, plant or tools that have been paid for by County pursuant to this Contract. Design-Build Firm hereby grants the County a free and unimpeded right of access to Design-Build Firm's facilities, which shall survive any termination of the Contract, for the purpose of permitting the County to take control of and remove any Work, including but not limited to any Work for which title has vested in the County.

11.2.4 If the termination is for the convenience of the County, an equitable adjustment in the compensation to be paid Design-Build Firm shall be made based upon the cost for completed Work, Work in progress, and the substantiated, reasonable and actually incurred costs associated with termination. No amount shall be allowed for anticipated profit or unperformed work.

11.2.5 For purposes of this Termination provision, Design-Build Firm shall be deemed in default if Design-Build Firm (1) persistently or repeatedly refuses or fails to perform the Work in a timely manner, (2) fails to supply enough properly skilled Workers, supervisory personnel or proper equipment or materials, (3) fails to make prompt payment to Subcontractors, or for materials or labor, (4) becomes insolvent or becomes the subject of voluntary or involuntary bankruptcy proceedings, (5) persistently disregards laws, ordinances, rules, regulations or orders of any public authority having jurisdiction, or (6) breaches or violates a material provision of this Contract. If the termination is attributable to the default of Design-Build Firm, the County shall have the right, without prejudice to any other right or remedy, to take possession of the construction Jobsite and of all materials, equipment, tools, construction equipment and machinery thereon owned by Design-Build Firm and may finish the Work by whatever methods it may deem expedient. In such case, Design-Build Firm shall not be entitled to receive any further payment until the Work is finished.

11.2.6 If the unpaid balance of the Contract Price less any liquidated damages due under this Contract, exceeds the cost of finishing the Work, including compensation for the Project Manager's additional services and expenses made necessary thereby, Design-Build Firm shall pay the difference to the County. This obligation for payment shall survive the termination of the Contract.

11.2.7 If, after termination by the County for Design-Build Firm's default, it is determined by a Court of competent jurisdiction that Design-Build Firm was not in default, or that the delay was excusable, the rights and obligations of the parties, including adjustment of the Contract Price, will be the same as if the termination had been issued for the convenience of the County, as provided under Paragraph 11.2.4 above.

## **ARTICLE XII STANDARD OF CARE, WARRANTY AND INDEMNITY**

### **12.1 Standard of Care**

Design-Build Firm represents that all performed or furnished Design Professional Services shall meet the standard of care ordinarily used by members of the subject profession, having experience with projects similar in scope and complexity and at a similar time and locality. Design-Build Firm further represents and warrants that it is fully experienced and properly qualified, licensed, and financed to perform the Design Professional Services under this Contract and that it shall continue to maintain all licenses and approvals required to conduct its business and that it shall conduct its business activities in a reputable manner at all times.

### **12.2 Warranty**

12.2.1 Design-Build Firm warrants to the County that all labor furnished to progress the Work under this Contract shall be competent to perform the tasks undertaken and that the product of such labor shall yield only Work that is in



compliance with the Contract Documents, aligns with industry standards, and that all materials and equipment furnished under this Contract shall be of good quality, free from faults and defects and in strict conformance with the Contract Documents.

12.2.2 Design-Build Firm warrants all Design Build Work, including all completed materials, equipment, systems and structures comprising the Project shall be free of defects in design, materials and workmanship for a period of one year (or the period of time in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the Work, whichever is later) from and after the date of Substantial Completion. Design-Build Firm shall within ten (10) Days after being notified in writing by the County of any defect in the Work or non-conformance of the Work (Warranty Work), commence and prosecute with due diligence all Work necessary to fulfill the terms of the warranty at its sole cost and expense. Design-Build Firm shall act sooner as requested by the County in response to an emergency. In addition, Design-Build Firm shall, at its sole cost and expense, repair and replace any portions of the Work (or work of other contractors) damaged by its Warranty Work or which becomes damaged in the course of repairing or replacing Warranty Work. For any Work so corrected, Design-Build Firm's obligation hereunder to correct Warranty Work shall be reinstated for an additional one-year period, commencing with the date of acceptance of such corrected Work, but in no case shall be greater than two years from the date of Substantial Completion.

12.2.3 Design-Build Firm shall perform such tests as the County may require to verify that any corrective actions, including, without limitation, redesign, repairs, and replacements comply with the requirements of the Contract Documents. All costs associated with such corrective actions and testing, including the removal, replacement, and reinstatement of equipment and materials necessary to gain access, shall be the sole responsibility of Design-Build Firm.

12.2.4 All warranties and guarantees of subcontractors, suppliers and manufacturers with respect to any portion of the Work, whether express or implied, are deemed to be obtained by Design-Build Firm for the benefit of the County, regardless of whether or not such warranties and guarantees have been transferred or assigned to the County by separate Contract and Design-Build Firm agrees to enforce such warranties and guarantees, if necessary, on behalf of the County.

12.2.5 In the event that Design-Build Firm fails to perform its obligations under this Warranty Section, or under any other warranty or guaranty under this Contract, to the reasonable satisfaction of the County, the County shall have the right to correct and replace any defective or non-conforming Work and any work damaged by such work or the replacement or correction thereof at Design-Build Firm's sole expense. Design-Build Firm shall be obligated to fully reimburse the County for any expenses incurred hereunder upon demand.

### **12.3 Extended Equipment Warranty**

During Phase I Design and GMP Development, Design-Build Firm shall provide the County an option for extended warranties (in addition to a standard manufacturer's warranty) on certain materials, equipment, and/or systems ("Equipment") as requested by the County for Design-Build Firm furnished equipment. At the time of providing the option, Design-Build Firm also shall provide information as to the duration of such warranties, the price for such extended warranties (which shall be developed using the same pricing methodology as the pricing for the Equipment to which such extended warranties apply) and any special terms applicable to such extended warranties (each, an "Extended Equipment Warranty"). Design-Build Firm shall also include a provision whereby such Extended Equipment Warranty shall be assigned to the County at the end of the first year of the warranty phase. The County shall have the right to exercise its option for any such Extended Equipment Warranty within the time period specified for the exercise of the option by the Equipment vendor. The cost of the Extended Equipment Warranty shall be included in the GMP Proposals. Extended warranties for Direct Purchase Materials shall be included in the purchase orders described in Paragraph 2.16.1 above.

### **12.4 Indemnity**

12.4.1 Design-Build Firm shall indemnify and hold harmless the County and its officers and employees ("Indemnified Party") from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of Design-Build Firm and persons employed or utilized by Design-Build Firm in the performance of this Contract.

12.4.2 To the extent permitted by, and in accordance with Section 725.06 of the Florida Statutes, Design-Build Firm further agrees that "damages, losses and costs", includes fines, citations, court judgments, insurance claims, restoration costs or other liability, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of Design-Build Firm and persons employed or utilized by Design-Build Firm in the performance of this Contract.



12.4.3 To the extent permitted by, and in accordance with Section 725.06 of the Florida Statutes, for purposes of indemnity, the “persons employed or utilized by Design-Build Firm” shall be construed to include, but not be limited to, Design-Build Firm, its staff, employees, subcontractors, all deliverers, suppliers, furnishers of materials or services or anyone acting for, on behalf of, or at the request of Design-Build Firm. In accordance with Section 725.06, Florida Statutes, the Design-Build Firm’s indemnification obligation shall not exceed the sum of (a) all costs reasonably incurred by the County or any person or entity acting on behalf of the County to complete or correct the Work; or (b) an amount equal to 100% of the Contract Price whichever is greater.

12.4.4 In Claims against any person or entity indemnified hereunder by an employee of Design-Build Firm, any Subcontractor, or subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this Section 12.4 shall not be limited by a limitation on the amount or type of damages, compensation or benefits payable by or for Design-Build Firm or any Subcontractor or subcontractor under any workers’ compensation acts, disability benefits acts or other employee benefit acts.

12.4.5 Design-Build Firm’s indemnity and hold harmless obligations hereunder shall extend to all Claims against the County by any third party or third-party beneficiary of this Contract and all liabilities, damages, losses and costs related thereto.

12.4.6 This indemnification will not be valid in the instance where the loss is caused by the gross negligence, or willful, wanton or intentional misconduct of any Indemnified Party.

12.4.7 If any provision(s), or portion(s) of a provision(s) of this Section, or the application thereof to any person or circumstance shall, to any extent, be held to be invalid, illegal or unenforceable for any reason whatsoever, the validity, legality and enforceability of the remaining provision(s), or part of the provision(s), shall not in any way be affected or impaired thereby; and shall be interpreted to the fullest extent possible to be enforceable and to give effect to the intent manifested by the provision(s), or portion(s) thereof, held invalid, illegal or unenforceable.

12.4.8 Design-Build Firm shall further indemnify and hold harmless the County its officers and employees from and against all Claims arising out of any infringement of patent rights or copyrights incident to the operation or use of the Work, or any part thereof, or resulting from the incorporation in the Work of any invention, design, process, product, or device not specified in the Contract Documents and shall defend such Claims in connection with any alleged infringement of such rights. Design-Build Firm agrees to keep the County informed of all developments in the defense of all such actions.

12.4.9 The indemnification provisions of this Section 11.4 shall survive expiration or earlier termination of this Contract.

## **12.5 Indemnification and Subcontracts**

Any and all Subcontracts of any tier entered into by the Design-Build Firm to design or build the Project shall require Subcontractors to release the County and hold it harmless to the same extent required in Section 12.4 “Indemnity”. The release obligations set forth in the Subcontracts shall name the County as an express third-party beneficiary with rights of enforcement of such obligation and shall entitle the County to succeed to Design-Build Firm’s rights under such Subcontract. The County shall not, however, be construed as a party to any Subcontract related to the Project nor shall the County in any way be responsible for any or all Claims of any nature whatsoever arising or which may arise from any such Subcontracts.

## **ARTICLE XIII INSURANCE AND BONDS**

### **13.1 Design-Builder’s Insurance Requirements**

13.1.1 All insurance policies shall be satisfactory to the County and be issued by companies authorized and duly licensed to transact business in the State of Florida. Design-Build Firm shall furnish proof of insurance to the County prior to execution of this Contract. No Work shall commence under this Contract until Design-Build Firm has obtained all insurance coverages required under this Section. Certificates of insurance shall clearly indicate Design-Build Firm has obtained insurance of the type, amount, and classification as required by this Contract. Required insurance coverage shall be maintained in force, including coverage for Additional Insureds, until Final Completion of all Work including Warranty Work unless otherwise provided in the Contract Documents or agreed in writing by Design-Build Firm and the County.



13.1.2 No less than ten (10) days written notice shall be provided to the County prior to cancellation, non-renewal or any material change of required insurance policies. Yearly renewal certificates shall be provided to the County within thirty (30) days of expiration of the current policy.

13.1.3 The types and amounts of insurance required under this Contract do not in any way limit the liability of Design-Build Firm including under any warranty or indemnity provision of this Contract or any other obligation whatsoever Design-Build Firm may have to the County or others. Nothing in this Contract limits Design-Build Firm to the minimum required insurance coverages found in this Article XIII.

### **13.2 Additional Insured Endorsements and Certificate Holder**

The term "Additional Insured", as used in this Contract, shall mean St. John's County, its elected officials, officers, employees. Certificates of insurance shall include each Additional Insured for all policies of insurance except Workers' Compensation and Professional Liability. A copy of the additional insured endorsement for the required coverages must accompany the certificate of insurance.

Certificate Holder Address: St. Johns County, a political subdivision of the State of Florida  
500 San Sebastian View  
St. Augustine, FL 32084  
Attn: Purchasing

### **13.3 Workers Compensation & Employers Liability**

Design-Build Firm shall procure and maintain during the life of this Contract, adequate Workers' Compensation Insurance and Employer's Liability in at least such amounts as is required by law for all of its employees per Florida Statute 440.02 as now or hereafter amended.

### **13.4 Commercial General Liability**

Design-Build Firm shall procure and maintain during the life of this Contract, Commercial General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate, including bodily injury (including wrongful death), property damage, products, personal & advertising injury, and completed operations. This insurance must provide coverage for all Claims that may arise from the services and/or operations completed under this Contract, whether such services or operations are by Design-Build Firm or anyone directly or indirectly employed by them. Such insurance(s) shall also be primary and non-contributory with regard to insurance carried by the Additional Insureds.

### **13.5 Automobile Liability**

Design-Build Firm shall procure and maintain during the life of this Contract, Business Automobile Liability Insurance with minimum limits of \$2,000,000 combined single limit for bodily injury and property damage liability and insuring liability arising out of or in any way related directly or indirectly to the ownership, maintenance or use of any owned, non-owned or rented/hired automobiles.

### **13.6 Professional Liability**

13.6.1 Design-Build Firm shall procure and maintain, during the life of this Contract, Professional Liability or Errors and Omissions Insurance with limits of \$1,000,000 each claim and aggregate. Design-Build Firm shall maintain Professional Liability for a period of four (4) years, or upon expiration/termination of Professional Liability Coverage, shall obtain 4-year tail coverage. Design-Build Firm's professional liability policy should not have an exclusion for environmental compliance management or construction management professionals. Retroactive date shall not be later than the first date that design work commenced under this Contract.

13.6.2 In the event that Design-Build Firm employs professional architects, engineering or land surveyor services for performing field engineering or preparing design calculations, plans, and specifications, Design-Build Firm shall require the retained architects, engineers and land surveyors to carry professional liability insurance with limits of \$1,000,000 each claim and aggregate with respect to negligent acts, errors, or omissions in connection with professional services to be provided under this Contract.

### **13.7 Builders Risk**



13.7.1 Prior to commencing construction work, Design-Build Firm shall procure and maintain Builder's Risk ("all risk") insurance on a replacement cost basis. The amount of coverage shall be equal to the full replacement cost on a completed value basis, including periodic increases or decreases in values through change orders.

13.7.2 The Builder's Risk policy shall identify the County as the sole loss payee and the Design-Builder Firm as the sole loss payees. The policy shall name as insured the County, Design-Build Firm and its subcontractors of every tier. Each insured and the insurer shall waive all rights of subrogation against each of the other insured to the extent that the loss is covered by the Builder's Risk Insurance. The Builder's Risk policy shall be primary and any self-insurance maintained by the County is not contributory. The Builder's Risk policy shall not include a co-insurance clause. The policy shall provide for partial occupancy and use by County, and this coverage shall not be lapsed or cancelled because of partial occupancy by the County prior to Final Completion of the Work; however, occupancy shall not take place until the policy has been amended by endorsement.

13.7.3 The Builder's Risk insurance shall insure against at least the following perils or causes of loss: fire; lightning; windstorm; riot; civil commotion; terrorism; vehicle impact; aircraft; smoke; theft; vandalism and malicious mischief; mechanical breakdown, boiler explosion, and artificially generated electric current; volcanic activity, and other earth movement; collapse; explosion; debris removal including demolition as may be reasonably necessary; and water damage (other than that caused by flood).

- a. cover, as insured property, at least the following:
  - i. the Work, which shall specifically include all pipeline work and associated underground work performed by Design-Build Firm, or any subcontractors, and all appurtenances, materials, supplies, fixtures, machinery, apparatus, equipment and other property of a similar nature that are to be incorporated into or used in the preparation, fabrication, construction, erection, or completion of the Work including County furnished or assigned property;
  - ii. spare parts inventory required within the scope of the Contract; and
  - iii. temporary works which are not intended to form part of the permanent constructed Work but which are intended to provide working access to the Jobsite, or to the Work under construction, or which are intended to provide temporary support for the Work under construction, including scaffolding, form work, fences, shoring, falsework, and temporary structures.
- b. extend to cover damage or loss to insured property (i) while in transit; and (ii) while in temporary storage at the Jobsite or in a storage location outside the Jobsite (but not including property stored at the premises of a manufacturer or supplier).
- c. include (i) performance/start-up and hot testing; (ii) a minimum limit of \$250,000 of soft costs (e.g. design and engineering fees, code updates, permits, bonds, insurances, and inspection costs); and (iii) costs of funding or financing when a covered risk causes delay in completing the Work.

13.7.4 The Builder's Risk Insurance may have a deductible clause. Design-Build Firm shall be responsible for paying any and all deductible costs.

### **13.8 Excess Liability**

Prior to commencing construction work, Design-Build Firm shall procure and maintain Excess Liability insurance in an amount not less than \$5,000,000.00 per occurrence and \$5,000,000.00 per aggregate limit, applying on a primary, non-contributory basis irrespective of any other insurance, whether collectible or not, and applying in excess of the underlying Employers Liability, Commercial General Liability, and Commercial Automobile Liability insurance coverages. This policy shall be written on an "occurrence" basis and shall be endorsed to name the County as an "Additional Insured".

### **13.9 Other Requirements**

13.9.1 The required insurance limits identified in Sections 13.4 and 13.5 above may be satisfied by a combination of a primary policy and/or Umbrella or Excess Liability Insurance policy. Design-Build Firm shall require each lower-tier subcontractor to comply with all insurance requirements appropriate for its scope of work, and any deficiency shall not relieve Design-Build Firm of its responsibility herein. Upon written request, Design-Build Firm shall provide County with copies of lower-tier subcontractor certificates of insurance.

13.9.2 Providing and maintaining adequate insurance coverage is a material obligation of Design-Build Firm. County



has no obligation or duty to advise Design-Build Firm of any non-compliance with the insurance requirements contained in this Section. If Design-Build Firm fails to obtain and maintain all of the insurance coverages required herein, Design-Build Firm shall indemnify and hold harmless the Additional Insureds from and against any and all Claims that would have been covered by such insurance had Design-Build Firm complied with its obligations herein.

13.9.3 County reserves the right to adjust the above insurance requirements or require additional insurance coverages to address other insurable hazards.

### **13.10 Payment and Performance Bonds**

Should the County continue to Phase II, Design-Builder shall, upon execution of GMP Amendment, furnish the County with, and record in the public records of St. John's County, a Payment and Performance Bond in accordance with the provisions of Sections 255.05 and 287.0935 Florida Statutes, in an amount no less than the Phase II Contract Price. Such Payment and Performance Bond shall be conditioned upon the successful completion of all work, labor, services, equipment and materials to be provided and furnished hereunder (including the costs of design and non-construction services), and the payment of all subcontractors, materialmen, and laborers. Said bond shall be subject to the approval of the Board of County Commissioners of St. John's County, Florida. In accordance with Section 255.05, F.S., the County may not make a payment to Design-Builder until Design-Builder has provided the County a certified copy of the recorded bond.

## **ARTICLE XIV DELIVERY OF DOCUMENTS**

14.1 Except for confidential documents and Notices that must be delivered by the delivery methods described under Section 14.26 below, the Design-Build Firm agrees all Submittals, Work Product and other documents required by the Contract Documents shall be submitted to the County electronically in any standard interchange software and file naming/format which the County may reasonably request to facilitate the administration and enforcement of this Contract. The cost for preparation and submittal of the foregoing documents is included in the Contract Price.

14.2 All Design-Build Firm Submittals and Work Product of professional engineering plans, shop drawings of designed components, calculations, and other documents prepared by the Design-Build Firm or the Design-Build Firm's subcontractor(s) and submitted to the County under the terms of this Contract shall be stamped and signed with the date of signing clearly indicated by a Professional Engineer currently licensed in the State of Florida. Electronic seals and signatures must comply with the Electronic Signature Act of 1996 and State of Florida licensing requirements, as applicable.

## **ARTICLE XV MISCELLANEOUS**

### **15.1 Examination of Design-Builder's Records**

The County or its authorized representative shall, until the expiration of five (5) years after final payment under this Contract, have access to, and the right to examine any directly pertinent books, documents, papers, records correspondence, receipts, subcontracts, purchase orders, and other data of Design-Build Firm involving transactions relating to this Contract, and to make copies, excerpts and transcriptions thereof. If any such examination reveals that Design-Build Firm has overstated any component of the Contract Price, Change Order, Claim, or any other County payment obligation arising out of this Contract, then Design-Build Firm shall, at the election of the County, either immediately reimburse to the County or offset against payments otherwise due Design-Build Firm, the overstated amount plus interest. The foregoing remedy shall be in addition to any other rights or remedies the County may have.

### **15.2 Backcharges**

15.2.1 Upon the County's notification to undertake or complete unperformed Construction Work such as cleanup or to correct defective or non-conforming services, equipment, or material (Backcharge Work), if Design-Build Firm states or by its actions indicates it is unable or is unwilling to immediately proceed and/or complete the Backcharge Work in an agreed time; the County may perform such Backcharge Work by the most expeditious means available and backcharge Design-Build Firm for any and all costs thereby incurred by the County.

15.2.2 The County shall separately invoice or deduct and retain from payments otherwise due to Design-Build Firm the costs for Backcharge Work. The County's right to backcharge is in addition to any and all other rights and remedies



provided in this Contract or by law. The County's performance of the Backcharge Work shall not relieve Design-Build Firm of any of its responsibilities under this Contract and Design-Build Firm shall be responsible for the Backcharge Work as if it were its own.

### **15.3 Applicable Law**

Design-Build Firm and the Work must comply with all Applicable Law and the requirements of any applicable grant agreements.

### **15.4 Governing Law & Venue**

The Contract shall be governed by the laws of the State of Florida. Venue for any administrative and/or legal action arising under the Contract shall be St. Johns County, Florida.

### **15.5 Arbitration**

The County shall not be obligated to arbitrate or permit any arbitration binding on the County under any of the Contract Documents or in connection with this Contract in any manner whatsoever.

### **15.6 Enforcement Costs**

If any legal proceeding, lawsuit, or action is instituted in connection with any dispute, breach, default, misrepresentation or controversy arising out of this Contract or the enforcement of any right hereunder, the prevailing party will be entitled to recover, in addition to actual costs, such sums as the court may adjudge reasonable as attorney fees, including fees on any appeal.

### **15.7 Assignment and Arrears**

15.7.1 Neither the County nor the Design-Build Firm shall assign, transfer, or encumber its interest in this Contract without the written consent of the other Party. Any assignment, transfer, encumbrance or subcontract in violation of this section shall be void and ineffective, constitute a breach of this Contract, and permit the non-assigning Party to immediately terminate this Contract, in addition to any other remedies available to the non-assigning Party at law or in equity. County reserves the right to condition its approval of any assignment, transfer, encumbrance, or subcontract upon further due diligence and an additional fee paid to the County to reasonably compensate it for the performance of any such due diligence.

15.7.2 The Design-Build Firm shall not pledge the County's credit, or make it a guarantor of payment, or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness. The Design-Build Firm further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

### **15.8 Severability**

If a court deems any provision of the Contract void, invalid or unenforceable, that provision shall be enforced only to the extent that it is not in violation of law or is not otherwise unenforceable and all other provisions shall remain in full force and effect.

### **15.9 Section Headings**

The section and other headings contained in this Contract are for reference purposes only and shall not affect the meaning or interpretation of this Contract.

### **15.10 Disclaimer of Third-Party Beneficiaries**

This Contract is solely for the benefit of County and Design-Build Firm and no right or cause of action shall accrue to or for the benefit of any third party not a formal party hereto. Nothing in this Contract, expressed or implied, is intended or shall be construed to confer upon or give any person or entity other than County and Design-Build Firm, any right, remedy, or Claim under or by reason of this Contract or any provisions or conditions hereof; and all of the provisions, representations, covenants and conditions herein contained shall inure to the sole benefit of and shall be binding upon County and Design-Build Firm.

### **15.11 Waiver; Course of Dealing**

The delay or failure by the County to exercise or enforce any of its rights or remedies under this Contract shall not constitute or be deemed a waiver of the County's right thereafter to enforce those rights or remedies, nor shall any single or partial exercise of any such right or remedy preclude any other or further exercise thereof or the exercise of any other



right or remedy. The conduct of the parties to this Contract after the Effective Date shall not be deemed a waiver or modification of this Contract.

### **15.12 No Waiver of Sovereign Immunity**

Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section shall survive the termination of all performance and obligations under this Contract and shall be fully binding until such time as any proceeding brought on account of this Contract is barred by any applicable statute of limitations.

### **15.13 Execution in Counterparts**

This Contract may be executed in counterparts, each of which shall be an original document, and all of which together shall constitute a single instrument. The parties may deliver executed counterparts by e-mail transmission, which shall be binding. In the event this Contract is executed through a County-approved electronic signature or online digital signature service (such as DocuSign), such execution shall be valid, effective and binding upon the party so executing. Execution and delivery of an executed counterpart of this Contract and/or a signature page of this Contract by electronic image scan transmission (such as a "pdf" file) or through a County approved electronic signature service will be valid and effective as delivery of a manually executed counterpart of this Contract.

### **15.14 Entire Contract**

This Contract, together with the Contract Documents for the Work, constitutes the entire Contract between County and Design-Build Firm relating to the subject matter hereof and supersedes all prior or contemporaneous Contracts, negotiations, discussions and understandings, oral or written. This Contract may not be amended or modified except in writing signed by both parties.

### **15.15 Survival**

The provisions of the Contract Documents which by their nature survive termination of the Contract, including without limitation all warranties, indemnities, insurance, payment obligations, and the County's right to audit Design-Build Firm's books and records, shall in all cases survive the expiration or earlier termination of this Contract.

### **15.16 Scrutinized Companies Lists**

Section 287.135 of the Florida Statutes prohibits agencies from contracting with companies for goods or services that are on the Scrutinized Companies that Boycott Israel List, or with companies that are engaged in a boycott of Israel, and from contracting with companies for goods or services of \$1,000,000 or more that are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or are engaged in business operations in Cuba or Syria. The lists are created pursuant to §215.473 and §215.4725, F.S. By execution of this Contract, Design-Build Firm certifies that it is not listed on the Scrutinized Companies that Boycott Israel List, the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and is not engaged in a boycott of Israel or engaged in business operations in Cuba or Syria, and understands that pursuant to §287.135, F.S., the submission of a false certification may subject Design-Build Firm to civil penalties, attorney's fees, and/or costs. In accordance with §287.135, F.S., the County may terminate this Contract if a false certification has been made, or the Design-Build Firm is subsequently placed on any of these lists, or engages in a boycott of Israel or is engaged in business operations in Cuba or Syria.

### **15.17 Employment Eligibility and Mandatory Use of E-Verify**

As a condition precedent to entering into this Contract, and in accordance with section 448.095, F.S., Design-Build Firm and its subcontractors shall register with and use the E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.

- i. Design-Build Firm shall require each of its subcontractors to provide Design-Build Firm with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Design-Build Firm shall maintain a copy of such affidavit for the duration of this Contract.
- ii. The County, Design-Build Firm, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated section 448.09(1), F.S. or these provisions regarding employment eligibility shall terminate the contract with the person or entity.



- iii. The County, upon good faith belief that a subcontractor knowingly violated these provisions regarding employment eligibility, but Design-Build Firm otherwise complied, shall promptly notify Design-Build Firm and Design-Build Firm shall immediately terminate the contract with the subcontractor.
- iv. The County and Design-Build Firm hereby acknowledge and mutually agree that, a contract terminated pursuant to these provisions regarding employment eligibility is not a breach of contract and may not be considered as such. Any contract terminated pursuant to these provisions regarding employment eligibility may be challenged in accordance with section 448.095(2)(d), F.S.
- v. Design-Build Firm acknowledges that, in the event that the County terminates this Contract for Design-Build Firm's breach of these provisions regarding employment eligibility, then Design-Build Firm may not be awarded a public contract for at least one (1) year after such termination. Design-Build Firm further acknowledges that Design-Build Firm is liable for any additional costs incurred by the County as a result of the County's termination of this Contract for breach of these provisions regarding employment eligibility.
- vi. Design-Build Firm shall incorporate in all subcontracts made pursuant to this Contract the provisions contained herein regarding employment eligibility.

### **15.18 Equal Employment Opportunity**

During the performance of this Contract, Design-Build Firm agrees as follows:

15.18.1 Design-Build Firm will not discriminate against any employee or applicant for employment because of race, color, religion, disability, sex, age, national origin, ancestry, marital status, sexual orientation, gender identify or expression, familial status or genetic information. Design-Build Firm will take affirmative action to ensure that applicants and employees are treated during employment without regard to their race, color, religion, disability, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, familial status, genetic information or political affiliation. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertisement, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Design-Build Firm agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

15.18.2 Design-Build Firm will, in all solicitations or advertisements for employees placed for, by, or on behalf of Design-Build Firm, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, familial status, or genetic information. 15.18.3 Design-Build Firm will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with Design-Build Firm's legal duty to furnish information.

15.18.3 Design-Build Firm will send to each labor union or representatives of workers with which it has a collective bargaining Contract or other contract or understanding, a notice to be provided by the County, advising the labor union or workers' representative of Design-Build Firm's commitments under Section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

15.18.4 Design-Build Firm will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

15.18.5 Design-Build Firm will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the County and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.



15.18.6 In the event of Design-Build Firm's noncompliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations, or orders, this Contract may be cancelled, terminated or suspended in whole or in part and Design-Build Firm may be declared ineligible for further contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

15.18.7 Design-Build Firm will include the provisions of paragraphs 14.19.1 through 14.19.8 in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. Design-Build Firm will take such action with respect to any subcontractor or vendor as may be directed to the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event Design-Build Firm becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, Design-Build Firm may request the United States to enter into such litigation to protect the interest of the United States.

### **15.19 Public Records**

15.19.1 Design-Build Firm shall comply and shall require all of its Subcontractors to comply with the State of Florida's Public Records Statute (Chapter 119), specifically to:

- (1) Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the Services;
- (2) Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost as provided in Chapter 119, Florida Statutes, or as otherwise provided by Applicable Law;
- (3) Ensure that public records related to this Contract that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by Applicable Law for the duration of this Contract and following expiration of this Contract, or earlier termination thereof, if Design-Build Firm does not transfer the records to the County; and
- (4) Upon completion of this Contract, or earlier termination thereof, transfer, at no cost, to the County all public records in possession of Design-Build Firm or keep and maintain for inspection and copying all public records required by the County to perform the Work.

15.19.2 If Design-Build Firm, upon expiration of this Contract or earlier termination thereof: i) transfers all public records to the County, Design-Build Firm shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements; and ii) keeps and maintains public records, Design-Build Firm shall meet all Applicable Law and requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the County's information technology systems.

15.19.3 Failure by Design-Build Firm to comply with the requirements of this section shall be grounds for immediate, unilateral termination of this Contract by the County.

**IF DESIGN-BUILD FIRM HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (904) 209-0805, [PUBLICRECORDS@SJCFI.US](mailto:PUBLICRECORDS@SJCFI.US), [500 SAN SEBASTIAN VIEW, ST. AUGUSTINE, FLORIDA 32084](#)**

### **15.20 Confidentiality**

Subject to Chapter 119, Florida Statutes (Public Records Law), Design-Build Firm shall keep all information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the County,



or at its expense, confidential. Such information shall not be disclosed to any other party, directly or indirectly, without the County's prior written consent, unless required by a lawful order.

### **15.21 Anti-Bribery**

Design-Build Firm and its Subcontractors shall at all times during the term of this Contract comply with all anti-bribery and corruption laws that are applicable to the performance of this Contract. Design-Build Firm represents that it has not, directly or indirectly, taken any action which would cause it to be in violation of Chapter 838 of the Florida Statutes. Design-Build Firm shall immediately notify the County of any violation (or alleged violation) of this provision.

### **15.22 Truth-In-Negotiation Representation**

By execution of this Contract, Design-Build Firm hereby certifies that, in accordance with Florida Statutes, Section 287.055(5)(a), the wage rates and other factual unit costs supporting the compensation under this Contract are accurate, complete and current as of the date of entering into this Contract. The Parties agree that the County may adjust the original Contract Price and any additions thereto to exclude any significant sums by which the County determines the Contract Price was increased due to inaccurate, incomplete or noncurrent wage rates and other factual unit costs.

### **15.23 Contingency Fee**

The Design-Build Firm warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Design-Build Firm to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Design-Build Firm, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract. Failure by Design-Build Firm to comply with the requirements of this section shall be grounds for immediate, unilateral termination of this Contract by the County.

### **15.24 Conflict of Interest**

15.24.1 The Design-Build Firm represents that it presently has no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of services required hereunder. The Design-Build Firm further represents that no person having any interest shall be employed for said performance.

15.24.2 The Design-Build Firm shall promptly notify the County in writing by certified mail of all potential conflicts of interest for any prospective business association, interest or other circumstance, which may influence or appear to influence the Design-Build Firm's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Design-Build Firm may undertake and request an opinion of the County, whether such association, interest, or circumstance constitutes a conflict of interest if entered into by the Design-Build Firm.

15.24.3 The County agrees to notify the Design-Build Firm of its opinion by certified mail within 30 days of receipt of notification by the Design-Build Firm. If, in the opinion of the County, the prospective business association, interest or circumstance would not constitute a conflict of interest by the Design-Build Firm, the County shall so state in the notification and the Design-Build Firm shall, at his/her option enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the County by the Design-Build Firm under the terms of this Contract.

### **15.25 Written Notice**

Any and all notices, requests, consents, approvals, demands, determinations, instructions, and other forms of written communication under this Contract shall be validly given when delivered as follows:

- i. Hand delivered to Design-Builder's Authorized Representative or hand delivered during normal business hours and addressed as shown below, or
- ii. Delivered by U.S. Mail, electronic mail or commercial express carrier, (postage prepaid, delivery receipt requested), to the following addresses:

St. Johns County  
500 San Sebastian View  
St. Augustine, FL 32084  
Attn: Leigh Daniels

STG Contracting Group, Inc.  
109 Nature Walk Parkway, Suite #103  
St. Augustine, FL 32092  
Attn: Gene Stanton



Email Address: ldaniels@sjcfl.us

Email Address: gs@stgcontractinggroup.com

*With a copy to:*  
St. Johns County  
Office of the County Attorney  
500 San Sebastian View  
St. Augustine, FL 32084

15.25.2 Notices shall be deemed to have been given on the date of delivery to the location listed above without regard to actual receipt by the named addressee. County and Design-Build Firm may each change the above addresses at any time upon prior written notice to the other party.

\*\*\*\*\*

DRAFT DOCUMENT



The authorized representatives hereto have executed this Contract effective as of the Effective Date. Design-Builder's authorized representative executing this Contract represents that he or she is duly authorized to execute this Contract on behalf of Design-Builder.

**County**

St. Johns County, Florida (Seal)  
(Typed Name)

By: \_\_\_\_\_  
Signature of Authorized Representative

Leigh A. Daniels, CPPB  
Printed Name

Purchasing Manager  
Title

\_\_\_\_\_  
Date of Execution

**ATTEST:**  
**St. Johns County, Florida**  
**Clerk of Courts**

By: \_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_  
Date of Execution

**Legally Sufficient:**

\_\_\_\_\_  
Deputy County Attorney

\_\_\_\_\_  
Date of Execution

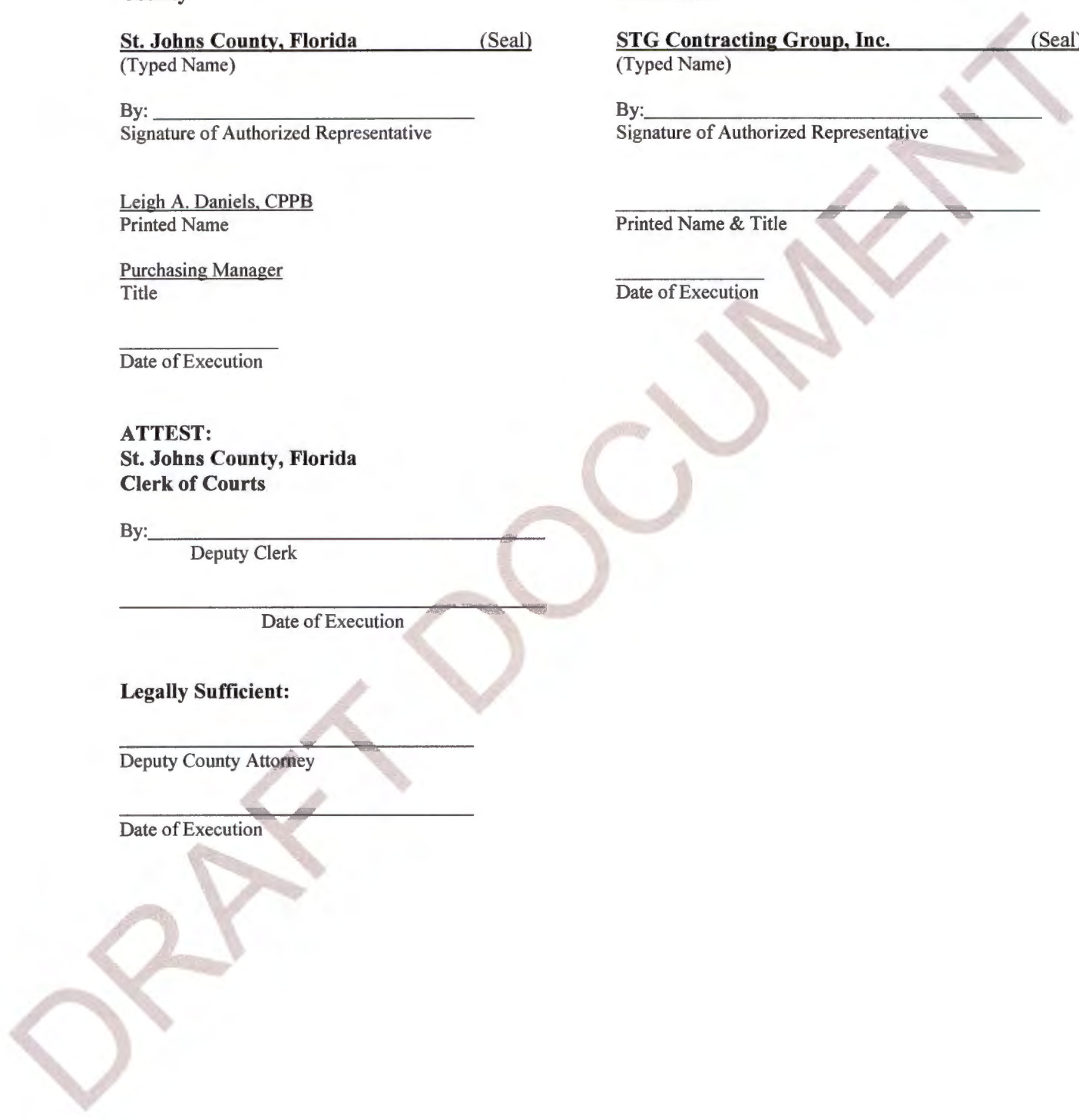
**Contractor**

STG Contracting Group, Inc. (Seal)  
(Typed Name)

By: \_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Date of Execution





**FORM 1  
CERTIFICATION OF PAYMENTS TO SUBCONTRACTORS**

Contract No.	22-MCA-STG-16998
Project Title:	22-75; Design Build of New Branch Library

The undersigned Design-Builder hereby swears under penalty of perjury that:

1. Design-Builder has paid all Subcontractors all undisputed contract obligations for labor, services, or materials provided on this Project within the time period set forth in Sections 218.73 and 218.735, Florida Statutes, as applicable.

2. The following Subcontractors have not been paid because of disputed contractual obligations; a copy of the notification sent to each, explaining the good cause why payment has not been made, is attached to this form:

Subcontractor Name and Address	Date of Disputed Invoice	Amount in Dispute

Design-Builder's Authorized Representative executing this Certification of Payments to Subcontractors represents that he or she is duly authorized to execute this Certificate, or if executing on behalf of another, is authorized to do so and that such Authorized Representative is legally bound.

Dated \_\_\_\_\_, 20\_\_ Design-Builder \_\_\_\_\_  
 By: \_\_\_\_\_  
 (Signature)  
 By: \_\_\_\_\_  
 (Name and Title)

STATE OF \_\_\_\_\_ )  
 ) SS.  
 COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me, by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

NOTARY PUBLIC:  
 Signature: \_\_\_\_\_  
 Print Name: \_\_\_\_\_

(NOTARY SEAL)  
 My commission expires:

**DESIGN-BUILDER’S FINAL RELEASE AND WAIVER OF LIEN**

<b>County:</b> St. Johns County (hereafter “County”)	<b>County Department/Division:</b>
<b>Contract No.:</b> 22-MCA-STG-16998	<b>Design-Builder Name:</b>
<b>Project:</b> 22-75; Design Build od New Branch Library	<b>Design-Builder Address:</b>
<b>Project Address:</b>	<b>Design-Builder License No.:</b>
<b>Payment Amount:</b>	<b>Amount of Disputed Claims:</b>

The undersigned has been paid in full for all labor, work, services, materials, equipment, and/or supplies furnished to the Project or to the County and does hereby waive and release any notice of lien, any right to mechanic's lien, any bond right, any claim for payment and any rights under any similar ordinance, rule or statute related to a claim or payment rights the undersigned has on the above described Project, except for the payment of Disputed Claims, if any, described below.

The undersigned warrants that he or she either has already paid or will use the monies received from this final payment to promptly pay in full all of its laborers, subcontractors, materialmen and suppliers for all labor, work, services, materials, equipment, or supplies provided for or to the above referenced Project.

Before any recipient of this document relies on it, the recipient should verify evidence of payment to the undersigned.

**Disputed Claims:** The following invoices, pay applications, retention, or extra work are reserved by undersigned from this final payment (if there are no Disputed Claims enter “None”):

*None*

---



---



---

Signed this \_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Design-Builder/Company Name

By:

\_\_\_\_\_  
 Signature

Printed Name

\_\_\_\_\_  
 Title

**NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT TO THE EXTENT OF THE PAYMENT AMOUNT OR THE AMOUNT RECEIVED.**





October 14, 2022

St. Johns County, Board of County Commissioners  
Purchasing Division  
500 San Sebastian View  
Attn: Malinda "Jordy" Fusco, MA, CPM, NIGP-PPA

**RE: ST JOHNS COUNTY BRANCH LIBRARY PHASE I DESIGN-BUILD PROPOSAL**

STG Contracting Group and Harvard Jolly Architecture (HJA) are pleased to submit the following fee proposal to provide Preconstruction, Architectural and Engineering services for the new St. Johns County Branch Library Building. The property address is 315 Meadowlark Lane, St. Augustine, FL 32092.

Our proposal contains the following:

- 1.0 Project Understanding
- 2.0 Scope of Services
- 3.0 Proposal Assumptions
- 4.0 Compensation
- 5.0 Schedule

**1.0 Project Understanding:**

- We understand the project scope is to design a new Branch Library. The total project budget is \$8,015,000 which includes architectural/engineering services, construction, and F/F&E. The County hired PQH Group to prepare a Design Criteria Package. However, the County's budget is not enough to construct that design. The County has requested that the Design-Build team of the STG Contracting Group and Harvard Jolly Architecture redesign the proposed Branch Library to best meet the County's needs and budget. The County desires to build the largest building within their budget with a goal of approximately 14,000 square feet. The final design will be based on the budget and may be a smaller size due to budget constraints.

**2.0 Scope of Services:**

- The project scope shall include Estimating and GMP Development, Value Engineering, Project Permitting as required by AHJ (SJC, WMD, FDEP), Surveying, Civil Engineering, Architecture, Interior Design, Structural Engineering, Mechanical/Electrical/Plumbing Engineering, Fire Protection design and Landscape and Irrigation design.
- HJA shall produce a Schematic Design (SD) package including design documents consisting of a site plan, floor plan building elevations and renderings, roughly 25% set. HJA shall submit the SD package for STG and St. Johns County review and approval.
  - STG will utilize the (SD) drawings to begin developing a new GMP format and submit this format to St. Johns County for review and approval.
- HJA shall produce a Design Development (DD) package based upon approved SD documents. The DD package shall contain full specifications and DD drawings per AIA guidelines, roughly 50%. HJA shall submit the DD package for STG and St. Johns County review and approval.

- At the completion of the (DD) Drawings, STG will develop a GMP for review and approval by St. Johns County. Once accepted, and any / all additional assumptions have been agreed upon to reach final documents, STG will utilize this GMP for the issuance of the Phase II Contract. The GMP will be developed once the project documents have reached 85% complete.
- HJA shall produce a 100% Construction Documents (CD) package upon approval of the DD drawings. HJA shall submit the CD package for STG and St. Johns County review and approval.
  - STG will advertise and solicit bids for the project. Our team will prepare bid packages for the vendors / subcontractors, hold a pre-bid meeting, and then compile all of the bid numbers and update our GMP. STG will provide St. Johns County with a detailed “post bid recap” outlining the outcome for each discipline, provide copies of all the vendor and subcontractor bids, and provide a narrative for recommendation for award for each trade.
- HJA shall assist STG and St. Johns County in obtaining a building permit and assist with bidding clarifications and supplemental drawings.
- STG will set up a pre-application meeting with the SJRWMD, inviting the SJC project manager to attend, upon County approval of the conceptual design.
- Scope of work includes furniture planning and selection for St. Johns County to purchase through a vendor on the existing contract bid list with State of Florida or any other public agency. We will not bid the furniture package since the furniture has already been bid through this process. Bidding a furniture package is more effort than selecting furniture off of existing bid documents. Therefore, if the owner wants us to bid the furniture, we will provide an additional services proposal to bid the furniture.

### **3.0 Proposal Assumptions:**

- STG will utilize the geotechnical report previously supplied by St. Johns County.
- Threshold Building Inspections Services will not be required by the Code. HJA can provide these services if requested by the County.
- Project deliverables shall be (SD – 25%, DD – 50%, CD – 95% and Bidding 100%) and a conformed set of documents after the bidding phase.
- Accelerated or fast-track scheduling or phased construction is not anticipated and has not been factored into the fees below.
- St. Johns County shall be the Authority Having Jurisdiction (AHJ) for the project.
- Storm water permit process is assumed to be started at the end of the Design Development phase.
- Formal LEED Certification will not be pursued for the project, but HJA will incorporate sustainable features and systems into the design of the project.
- All deliverables will be electronic however, STG has budgeted for reproduction to provide a hard copy of each design submittal, should SJC require one.



**4.0 Compensation:**
**PHASE I PRECONSTRUCTION FEE (STG)**
**PRECONSTRUCTION COSTS**

	QTY	UNIT	RATE	EXTENSION	TOTAL
<b>PROJECT PERSONNEL</b>					
Project Manager	92.0	HOUR	\$62.50	\$5,750.00	
Project Estimator	384.0	HOUR	\$64.90	\$24,923.04	
Project Coordinator	48.8	HOUR	\$28.85	\$1,407.70	
Payroll Burden			18%	\$5,774.53	
<b>VEHICLES / SITE VISITS / MEETINGS</b>					
Vehicle	0.4	MONTH	\$850.00	\$340.00	
Gas for Vehicles	1.5	WEEK	\$110.00	\$165.00	
Maintenance for Vehicles	1.5	MONTH	\$40.00	\$60.00	
<b>REPRODUCTION / OFFICE SUPPLIES</b>					
Office Supplies	2.5	MONTH	\$75.00	\$187.50	
Reproduction	1.0	LS	\$600.00	\$600.00	
Postage / FedEx	2.5	MONTH	\$35.00	\$87.50	
Advertisement (County News Paper)	1.0	LS	\$300.00	\$300.00	
<b>SUBTOTAL</b>					<b>\$39,595.27</b>

**PHASE I – DESIGN (HJA & CONSULTANTS)**
**FEES.....\$596,183**

Includes Surveying, Civil Engineering, Architecture, Interior Design, Structural Engineering, Mechanical, Electrical, Plumbing Engineering, Fire Protection design, Landscape design, and Furniture selection & coordination. The fees would be invoiced monthly as the work progresses.

**INSURANCE & O&P**

General Liability	\$7,562.10
Contractor's Overhead & Profit	\$35,383.72

**TOTAL PHASE I FEE** **\$678,724.09**
**PHASE I ALLOWANCE \$75,000.00**

The following items should be considered to be paid in Phase I through the allowance line item:

- Main Electrical Switch Gear (800 AMP)
- Branch Power and Lighting Panels



STG will provide a detailed accounting of all materials purchased with the allowance and credit any leftover monies accordingly. In addition, all items related to the preconstruction "FEE" by STG will be billed according to actual costs incurred. All unused monies will be credited to the county.

See attached rate sheets for the design team and their consultants

See attached detailed scope sheet for the design team. **(EXHIBIT "A")**

In addition, STG will allocate \$650,000 for the final furniture package in the **Phase II budget**.

**5.0 Schedule:**

The tentative schedule of deliverables are shown in the CPM schedule attached. The start date will be two weeks after we receive a fully executed contract. The durations will depend on the availability of the owner to attend meetings and make timely decisions.

STG Contracting Group and Harvard Jolly Architecture greatly appreciate the opportunity to provide design-build services for the new St. Johns County Branch Library. Our team is committed to provide adequate resources to ensure the project is designed and constructed to meet your expectations.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gene C. Staton", is written over a light blue rectangular background.

Gene C. Staton, LEED AP  
Chief Operating Officer  
STG Contracting Group, Inc.



## EXHIBIT A – SCOPE DESCRIPTION

### HARVARD JOLLY ARCHITECTURE

**Architecture** Harvard Jolly will be responsible for the overall project design and documentation as well as coordination of all subconsultants. Architectural design scope will include architectural site design including plans and details, and building design including Building Code analysis; life safety plans; architectural floor plans; furniture, fixtures and equipment plans; building elevations; wall sections and details; roof plans and details; reflected ceiling plans and details; enlarged detail plans as needed; door and hardware schedules, elevations and details; glazing elevations and details; casework elevations and details; UL assemblies; building signage design and scheduling; plan details as needed; and written specifications. HJA shall coordinate the work of all engineers and design consultants with the overall project design. HJA shall coordinate with STG during the bidding process, respond to questions during bidding and issue addenda as needed. HJA shall also respond in writing to any permit review comments and issue addenda as necessary to address comments.

**Interior Design** Harvard Jolly Interiors shall provide services to create an inviting environment that encourages community engagement as well as streamlines operations. Creative approaches for aesthetics, including color, material and specialty design, shall be established and documented on drawings, schedules, and specifications. Interior Design scope will include selection and scheduling of interior finishes; floor pattern plans as needed; and interior elevations and finish details as needed.

**Furniture Selection & Coordination** Harvard Jolly Interiors shall create a furniture checklist to evaluate available products and identify those that best meet project requirements. The checklist will facilitate a consistent approach during furniture product inquiry and evaluation, enable effective design team and client communication, and provide a framework for comparing products and evaluating the best product to meet SJC's budget. The furniture planning process includes the following:

- Project management
- Needs analysis
- Facilitation of user group meetings
- Budget management and variance reporting
- Planning and Programming of new furniture based off of products available on State of Florida Contract
- Online access to detailed furniture specifications
- Evaluation of furniture choices for their durability, flexibility to be reconfigured and moved, ergonomics, ease of maintenance, warranties, availability of replacement components
- Coordination of technical data with architects and engineers
- Technical drawings of furniture placement and furniture codes
- Furniture specification spreadsheets with finishes (electronically)
- Assist the Owner with review of Dealership Quotes (The furniture dealer will be responsible for checking actual quantities based on the coded and approved plans and specifications)
- Assistance with the Coordination of Procurement (by the County)

### MATTHEWS DESIGN GROUP

#### Surveying

MDG has teamed with Flinting Surveying to review/verify the current survey from St. Johns County and update as necessary to incorporate the improvements at the front of the site. Surveying services will also include a new/updated tree survey and survey of the wetland flags following review by SJRWMD. This proposal assumes the existing surveys for the site will be provided by St. Johns County in AutoCAD format for MDG's use.

## Environmental Assessment

MDG will team with Carter Environmental Services to provide consulting services to assist with a wetland delineation, permitting with the St. Johns River Water Management District (SJRWMD), and related tasks.

- **Wetland Delineation** - CES will delineate the limits of jurisdictional wetlands per the current methodologies of the U.S. Army Corps of Engineers (ACOE) [1987 Corps of Engineers Wetland Delineation Manual], Florida Department of Environmental Protection (DEP) and St. Johns River Water Management District (SJRWMD) [Florida Unified Wetland Delineation Methodology, Chapter 62-340, F.A.C.]. They will provide SJC and the chosen land surveyor with a flagging key map showing the approximate location of the jurisdictional line.
- **SJC Environmental Package** - CES will characterize the community types on-site using the Florida Land Use Cover Form Classification System (FLUCFCS). CES will prepare a map of the community types, quantifying the acreage of each community type and its approximate boundaries. We'll also determine if the property exhibits qualities of any of the six Significant Natural Communities regulated by the St. Johns County Land Development Code (Section 4.01.07(G)) and prepare a letter report of their findings. CES will survey the property for the presence of any state or federally protected wildlife species and their habitat. If protected species or habitats are encountered, CES will perform preliminary mapping of the potential habitat area. Implications to development for any identified protected species will be discussed in a Due Diligence Report.
- **SJRWMD Permitting** - CES will assist the project engineer in preparation and submittal of a Standard General Environmental Resource Permit application.
- **Wetland Delineation Review** - CES will review the existing wetland delineation with St. Johns River Water Management (SJRWMD) staff. CES will coordinate with the project surveyor to make any changes requested by SJRWMD during the review.
- **Request For Additional Information** - CES will prepare responses to one RAI from SJRWMD.

## Civil Engineering

- **Conceptual Site Plan Preparation** MDG will prepare an engineered site plan of the project based on conceptual sketch provided. They will provide up to two rounds of revisions based on feedback before finalizing the conceptual site plan. The site plan will depict the location and proposed size of the proposed building, access, parking, stormwater management and landscape areas, in conformance with the St. Johns County (SJC) ordinances. Once a site plan is approved, MDG will use it for the preparation of construction plans suitable for permit applications.
- **Small Adjustment Application Preparation and Processing** MDG will prepare a Small Adjustment application for SJC, which will define the elements of the revised site plan in compliance with the existing PUD. MDG will use the site plan prepared for this application.
- **Construction Plans Preparation** Based on the Client-approved conceptual site plan, MDG will prepare construction plans for the Project to depict limits of land clearing and tree removal, demolition, site grading and earthwork, stormwater drainage systems, paving, and water and sewer utilities. Plans will detail the construction work to be completed by the selected contractor, including details and specifications in conformance with SJC, SJCUD and SJRWMD. Specifically, these plans will include:
  1. Site plan describing site layout, roadways, and site improvements. Access to the site will utilize the existing driveway connection to Meadowlark Lane. Offsite roadway improvements are not anticipated nor included in this scope.
  2. Demolition plan describing items to be removed/retained on the existing site.
  3. Grading plan describing site grading details and contours, stormwater ponds and stormwater sewer lines. The stormwater design is planned to include a single stormwater management facility with discharge to the onsite preserved wetland areas.
  4. Utility plan describing water, firewater, and domestic sewer requirements including references to the appropriate county standards and the necessary calculations for the watermain sizing. Offsite utility extensions or improvements are not anticipated nor include in this scope.
  5. Private Lift Station design and details.
  6. Construction details as needed to expand on the information in the above plan sets.



7. Maintenance of Traffic (MOT) details.
8. Stormwater Pollution Prevention Plan (SWPPP).
- **Permit Application Preparation & Processing** MDG will prepare permit application packages with supporting documents to apply for the following construction permits:
  1. St. Johns County (SJC) Development Review Permit
  2. St. Johns River Water Management District (SJRWMD) Environmental Resource Permit
  3. Florida Department of Environmental Protection Water and Wastewater PermitMDG's proposal includes addressing reasonable comments for up to three rounds of Requests for Information (RFI) from the permitting agencies relating to their scope of work.

### **Landscape Design**

- MDG will prepare detailed code minimum landscape plans in conformance with SJC land development code and as required for SJC submittal.
- MDG will provide an irrigation design to include complete head layout, valves, piping, sleeving, controllers, specifications, construction details, and watering schedule for all proposed landscape material included in the landscape design.

### **MCVEIGH & MANGUM ENGINEERING, INC./IMEG**

**Structural Engineering** Structural design services will include foundation plans, framing plans, sections and details required to build the structural components of the building. The fee assumes the foundation system for the building will consist of shallow spread footings.

**Mechanical and Plumbing Engineering** Mechanical design services will include HVAC load calculations, HVAC equipment selections, air distribution systems design, mechanical energy code compliance calculations and plumbing systems design consisting of sanitary waste/vent piping systems, domestic cold/hot water distribution systems, and fuel gas piping systems (if required).

**Electrical Engineering** Electrical design services will include interior lighting, power distribution, fire alarm (if required), telephone and data raceway system, lighting energy code compliance calculations, and load calculations.

**Technology Design** Technology design services will include voice-data, security, and audio-visual systems for the facility. Design documents will be coordinated with the respective parties and disciplines to ensure proper pathway and facility provisioning, and include all necessary riser diagrams, elevations, and schedules for competitive bidding of the project. Active equipment (phone switch, servers, etc.) and software is not included in our scope.

**Acoustic Design** The proposed acoustic design services are as follows:

- Provide noise abatement and acoustic design for a "neutral", quiet control room and AV production room used for recording and production of media such as podcasting or narration tracks.
- Provide acoustics design as follows:
  1. Provide approximately 2-3 team meeting to establish a minimum standard of care for acoustic and noise design metrics with design team.
  2. Room shape calculations for echo and resonance in control room, to allow proper use and functions (RT60 design metric). Adjust square room footprint to minimize destructive influences with appropriate wall and ceiling dimensions.
  3. Provide room treatments for separation, isolation, and wall barrier types, (STC design metric)
  4. Provide recommended door seals and glazing type for room isolation
  5. Provide recommended or minimum standard of care for interior room treatments.
  6. Review HVAC and mechanical systems for noise control and a moderate level of noise criteria, (NC 25-30 design metric).

7. Provide recommendations for duct size and air side supply noise, NC rated grills, and room separation
- Provide a written report in DD phase for redline layouts to the architect for integration into project documents.
  - Provide typical products, Division 09 specifications

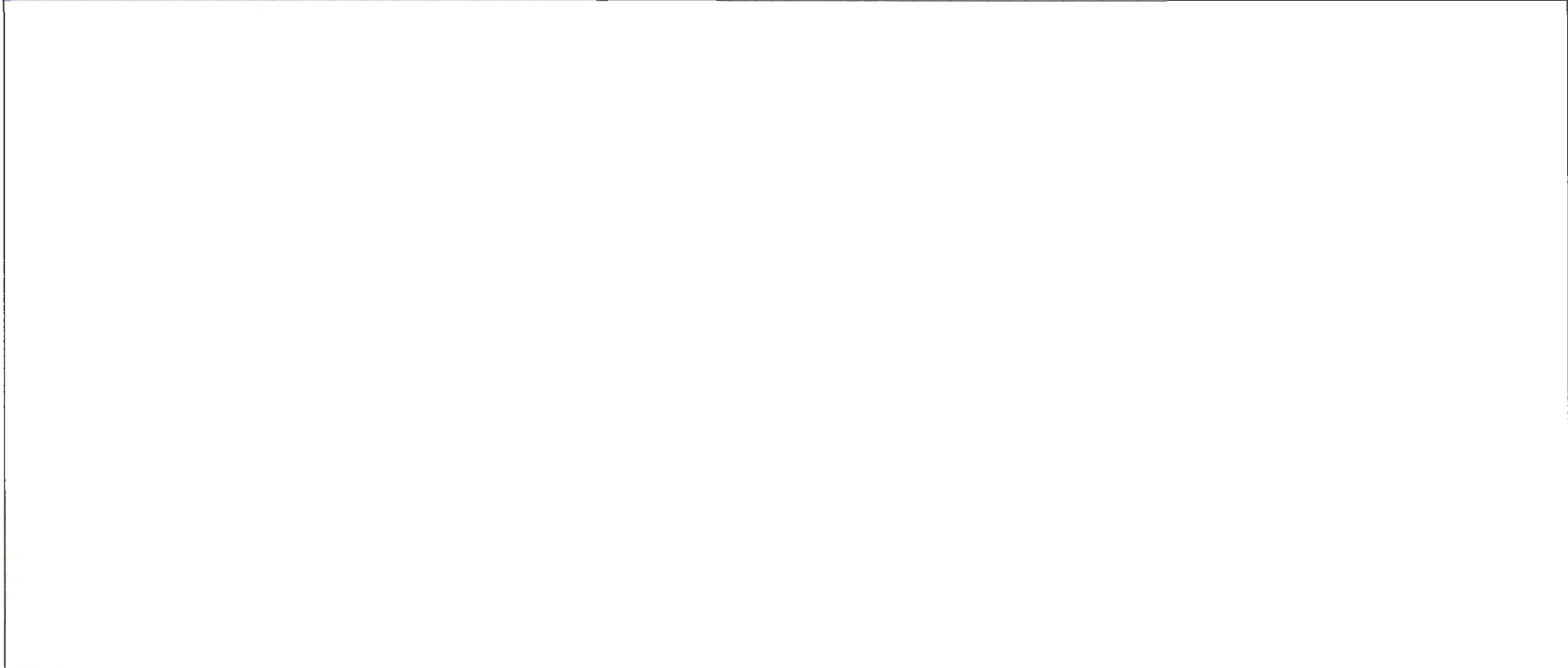
**AV Design** The proposed AV design services are as follows:

- Low voltage infrastructure, AC power layout, AV electronics for media recording and playback as determined by owner programming.
- Establish workflow layout and task lighting needs for camera or broadcast type use.
- Coordinate with owner equipment, existing or new for purchase or competitive bidding by others.
- Review AV system needs such as:
  1. Audio recording for narration or voice overs
  2. Camera use with intercom between rooms
  3. Teleprompter or cue systems
  4. Video graphics cards, computer and video switching needs.
  5. Lighting luminaire's for white light recording.
  6. Provide technical specifications with approximately 3-4 CAD or technology sheets.
- Establish a budget projection for AV system prior to bidding phase.

**Fire Protection Design** Preliminary fire protection design services will include establishment of system performance criteria to the extent required to obtain a building permit in accordance with the criteria outlined in Chapter 61G15-32 of the Florida Administrative Code (FAC). Sprinkler piping design, sprinkler head layout and final hydraulic calculations are NOT included in our services. Specifically, we propose to include occupancy hazard classification for all areas of the building and its contents, current flow test data, cursory analysis of city water supply, completion of a detailed owner interview certificate, specification of the sprinkler design criteria and equipment, and other requirements listed in the FAC. IMEG will also perform preliminary hydraulic calculations to determine if a fire pump is required and if so, provide the estimated size of the fire pump. Fire sprinkler shop drawing review is included.



Activity ID	Activity Name	Original Duration	Activity % Complete	Start	Finish	2023												2024																	
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep			
<b>SJC D-B Branch Library Phase I</b>																																			
A1000	Board Approval Phase I	0	0%	02-Nov-22*	16-Oct-23																														
A1010	Schedule and Start Environmental Survey	40	0%	02-Nov-22	27-Dec-22																														
A1020	Schedule and Conduct Survey	35	0%	02-Nov-22	20-Dec-22																														
A1030	Schematic Design Documents (25%)	44	0%	30-Nov-22	30-Jan-23																														
A1040	Cost Estimate and Owner Approval (25%)	23	0%	31-Jan-23	02-Mar-23																														
A1050	Design Development (50%)	45	0%	03-Mar-23	04-May-23																														
A1060	Cost Estimate and Owner Approval (50%)	15	0%	05-May-23	25-May-23																														
A1070	Construction Documents (85%)	50	0%	26-May-23	03-Aug-23																														
A1075	Site Related Permitting	50	0%	04-Aug-23	12-Oct-23																														
A1080	Develop GMP for Phase II	12	0%	04-Aug-23	21-Aug-23																														
A1090	Final Permit Drawings	17	0%	04-Aug-23	28-Aug-23																														
A1100	Project Permitting (Building)	35	0%	29-Aug-23	16-Oct-23																														
A1110	Design-Build Firm Bidding Project to Subcontractors	15	0%	29-Aug-23	18-Sep-23																														
A1120	Phase I Complete	0	0%		16-Oct-23																														





**ST. JOHNS COUNTY | PUBLIC LIBRARY SYSTEM**  
**NEW VILLAGE LIBRARY**  
**SCHEMATIC DESIGN**

315 Meadowlark Ln, Saint Augustine, FL 32092

**DRAWING LIST**

SHEET No.	DRAWING TITLE	PROJECT ISSUE DATE
0001	COVER SHEET	03/25/2022
0003	SURVEY	03/25/2022
0004	SURVEY	03/25/2022
AS100	ARCHITECTURAL SITE PLAN	03/25/2022
A102	FLOOR PLAN	03/25/2022
A300	ELEVATIONS	03/25/2022
A301	ELEVATIONS	03/25/2022
R001	RENDERINGS	03/25/2022
R002	RENDERINGS	03/25/2022
R003	RENDERINGS	03/25/2022
R004	RENDERINGS	03/25/2022

**VICINITY MAP**



**SITE MAP**



**LEGAL DESCRIPTION**

14.28 ANTONIO HUERTAS GRANT SUB - PT OF SUB SEC 14 LYNO W OF CR 1A - SIX MILE CREEK CENTRAL CIVIC PARCEL 2 OR 1406488



POH GROUP DESIGN | ARCHITECTURE - INTERIORS - DESIGN-BUILD SERVICES  
 4141 Southpoint Drive East, Jacksonville, Florida 32216



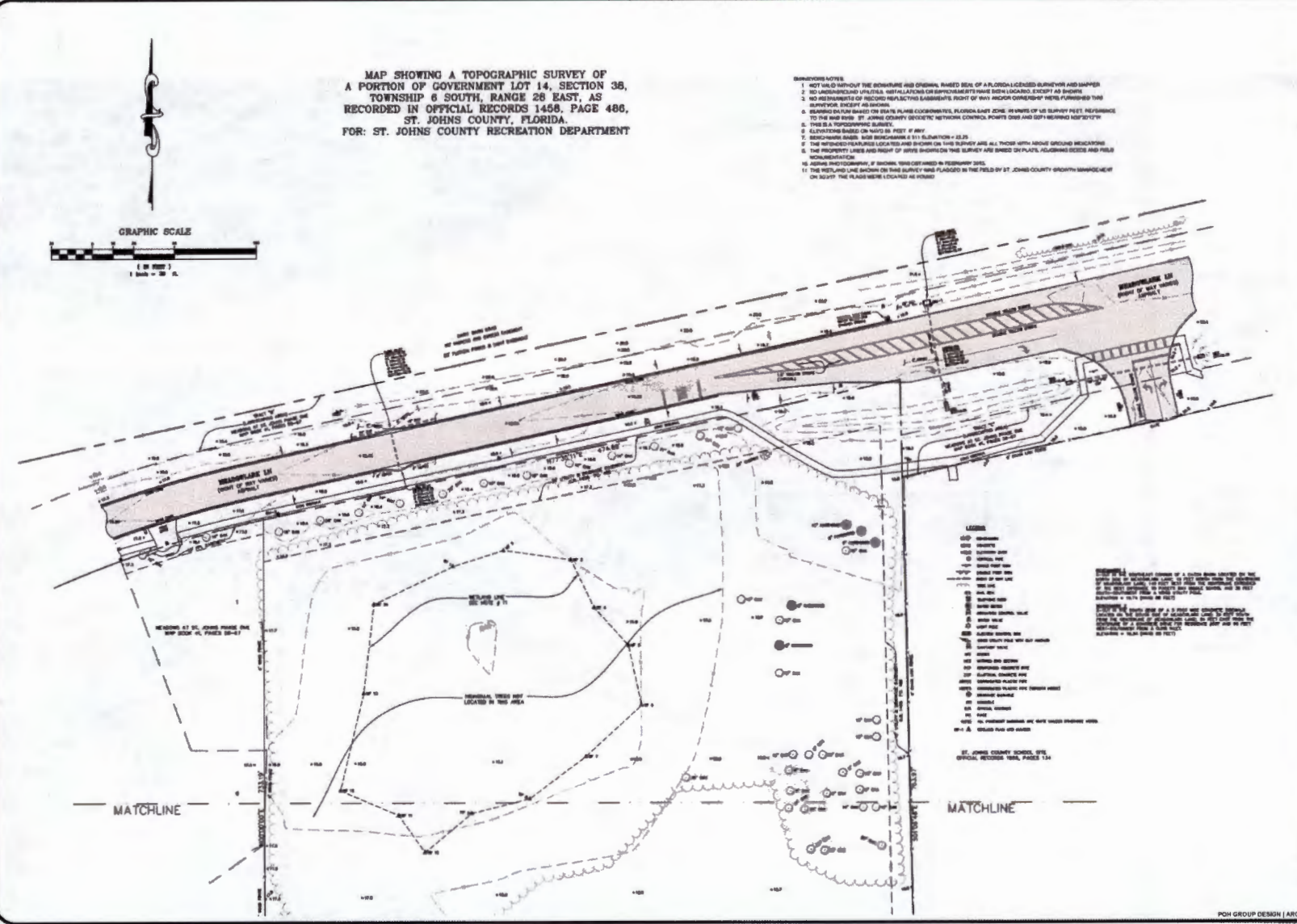
St. Johns County  
 Public Library System

Submitted  
**SCHEMATIC DESIGN**  
 Sheet Content  
**COVER SHEET**

PROJECT NUMBER: #21043  
 PROJECT ISSUE DATE: 03/25/2022  
 PROJECT ADDRESS: 315 Meadowlark Ln, Saint Augustine, FL 32092

**G001**





ST. JOHNS COUNTY LAND MANAGEMENT SYSTEMS  
 SURVEYING AND MAPPING DIVISION  
 500 S.W. SEVENTH STREET, SUITE 3000A  
 ST. JOHNS COUNTY, FLORIDA 32084  
 Phone: (904) 309-0744 Email: goltve@pcfl.us

PROJECT NO. 02-001  
 PROJECT NAME: WORLD GOLF VILLAGE MULTI-PURPOSE FIELD  
 FIELD SURVEY DATE: FEBRUARY 23, 2002

DATE	DESCRIPTION
03/25/2002	Final Survey

WORLD GOLF VILLAGE  
 MULTI-PURPOSE FIELD  
 TOPOGRAPHIC SURVEY

DRAWN BY: C. RILEY  
 FILE NUMBER: 0-949  
 SHEET NO. 1  
 OF 2

POH GROUP DESIGN | ARCHITECTURE • INTERIORS • EXTERIOR-BUILD SERVICES

02/02/02

SCHEMATIC DESIGN

2345 ST. JOHNS COUNTY | PUBLIC LIBRARY SYSTEM

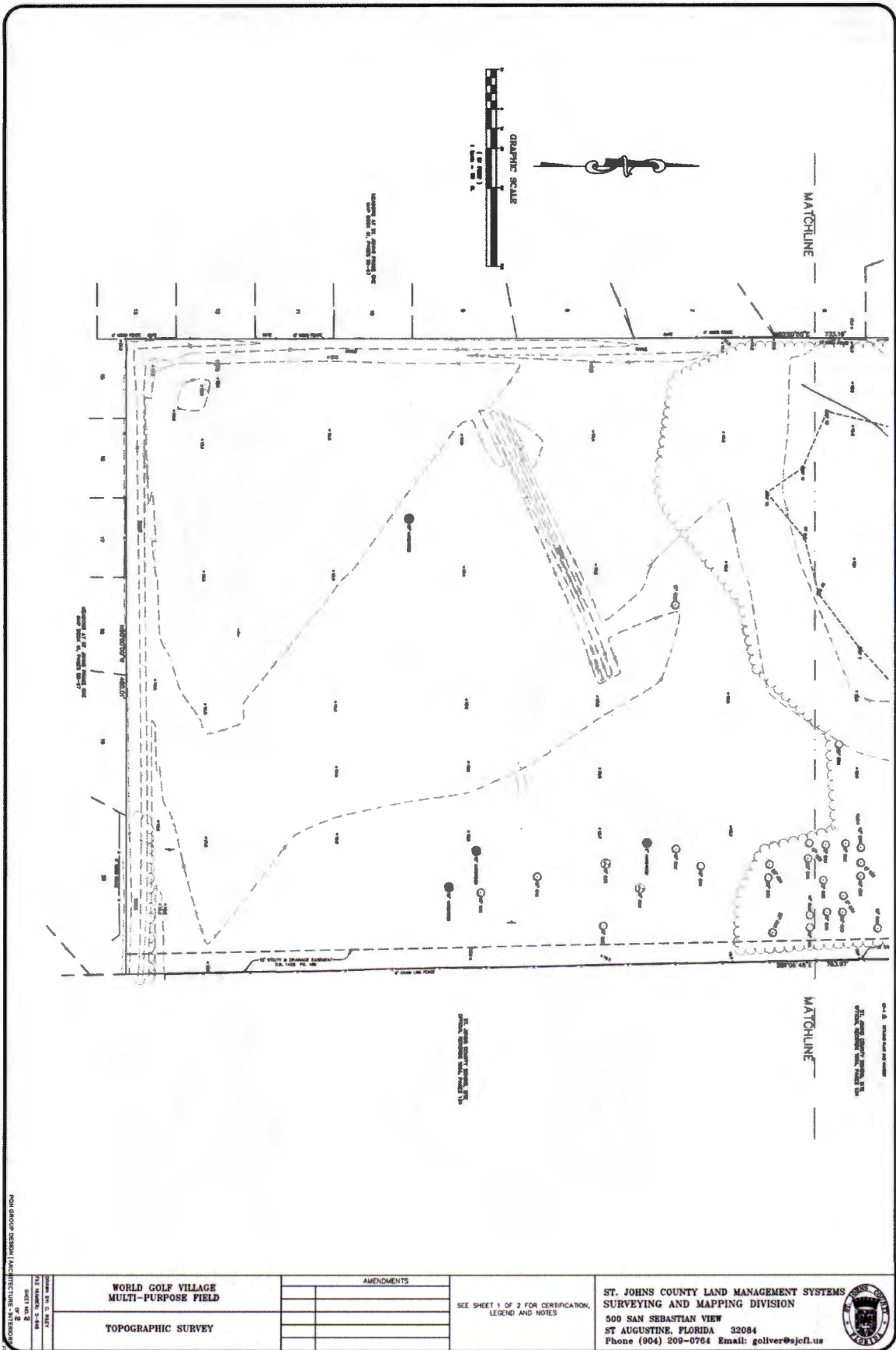


St. Johns County  
 Public Library System

Submitted:  
 SCHEMATIC DESIGN  
 Sheet Content:  
 SURVEY

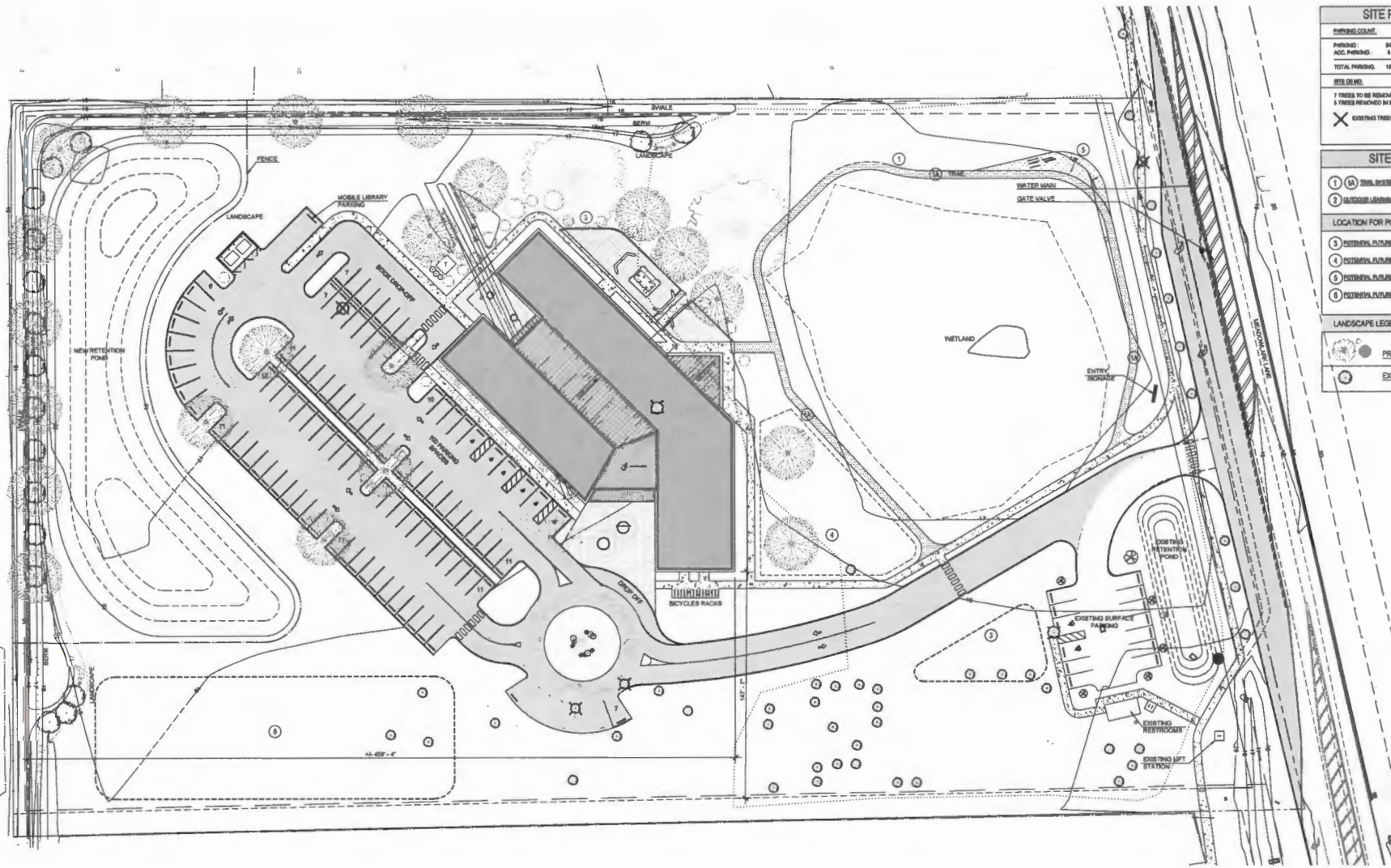
PROJECT NUMBER: #21043  
 PROJECT ISSUE DATE: 03/25/2002  
 PROJECT ADDRESS: 315 Meadowside Ln, Saint Augustine, FL 32082

G003



WORLD GOLF VILLAGE MULTI-PURPOSE FIELD  TOPOGRAPHIC SURVEY	AMENDMENTS	SEE SHEET 1 OF 2 FOR CERTIFICATION, LEGEND AND NOTES	ST. JOHNS COUNTY LAND MANAGEMENT SYSTEMS SURVEYING AND MAPPING DIVISION 500 SAN SEBASTIAN VIEW ST AUGUSTINE, FLORIDA 32084 Phone (904) 209-0764 Email: golliver@sjcl.fl.us
	DRAWN BY: S. J. JACOB FILE NUMBER: S-1448 SHEET NO. 2		



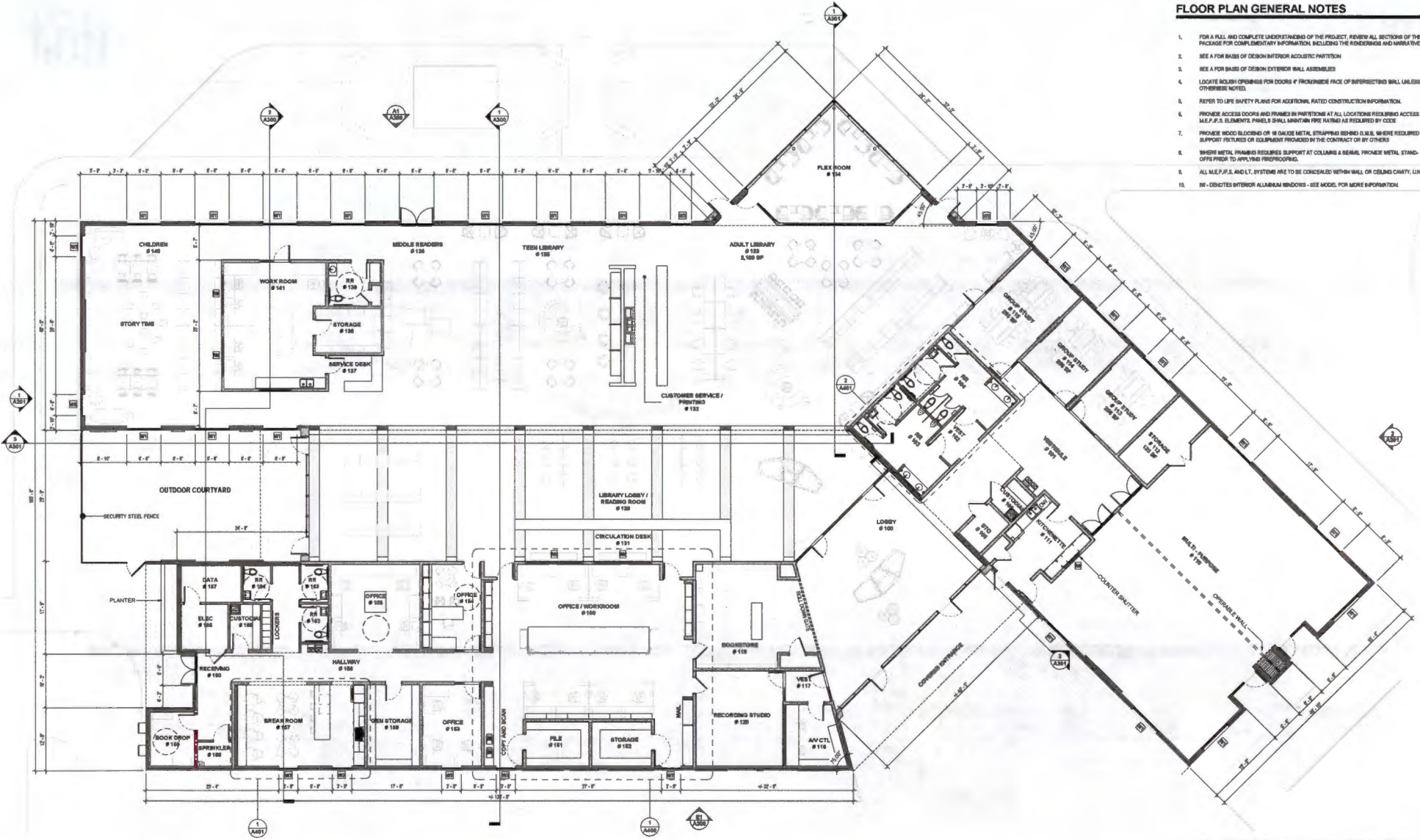


SITE PLAN INFO & LEGEND	
<b>PARKING COUNT:</b>	
PARKING	84
ACC. PARKING	8
<b>TOTAL PARKING:</b>	<b>192</b>
<b>NOTE:</b>	
7 TREES TO BE REMOVED @ R.O.W.	
8 TREES REMOVED IN SITE	
X EXISTING TREES TO BE REMOVED	
SITE PLAN AMENITIES	
1	BA TRAIL SYSTEM
2	OUTDOOR LEARNING AND READING AREA
LOCATION FOR POTENTIAL FUTURE AMENITIES	
3	POTENTIAL FUTURE AMENITY
4	POTENTIAL FUTURE AMENITY
5	POTENTIAL FUTURE AMENITY
6	POTENTIAL FUTURE AMENITY
LANDSCAPE LEGEND	
	PROPOSED NEW LANDSCAPE
	EXISTING TREES

1 SITE PLAN  
SCALE 1" = 87'-0"

**FLOOR PLAN GENERAL NOTES**

- FOR A FULL AND COMPLETE UNDERSTANDING OF THE PROJECT REVIEW ALL SECTIONS OF THIS PACKAGE FOR COMPLEMENTARY INFORMATION INCLUDING THE ROOFDECKS AND HORIZONTALS.
- SEE A FOR BASIS OF DESIGN EXTERIOR ACCUSTIC PARTITION.
- SEE A FOR BASIS OF DESIGN EXTERIOR WALL ASSEMBLIES.
- LOCATE REINCH OPENINGS FOR DOORS 4" MINIMUM FACE OF INTERESTING WALL UNLESS OTHERWISE NOTED.
- REFER TO LIFE SAFETY PLANS FOR ADDITIONAL RATED CONSTRUCTION INFORMATION.
- PROVIDE ACCESS DOORS AND FRAMES IN PARTITIONS AT ALL LOCATIONS REQUIRING ACCESS TO M.E.P./S. ELEMENTS. PANELS SHALL MAINTAIN FIRE RATING AS REQUIRED BY CODE.
- PROVIDE WOOD BLOCKING OR 18 GAUGE METAL STRAPPED BEHIND O.V.B.S. WHERE REQUIRED TO SUPPORT FLOORED OR EQUIPMENT PROVIDED BY THE CONTRACT OR BY OTHERS.
- WALLS WITH FRAMES REQUIRES SUPPORT AT COLLARS & BEAMS. PROVIDE METAL STAND-OFFS PRIOR TO APPLYING FINISHWORKS.
- ALL M.E.P./S. AND L.T. SYSTEMS ARE TO BE CONCEALED WITHIN WALL OR CEILING CAVITY, UNLESS OTHERWISE NOTED.
- RE-LOCATED INTERIOR ALUMINUM WINDOWS - SEE MODEL FOR MORE INFORMATION.



**1 FLOOR PLAN**  
SCALE: 1/8" = 1'-0"

POH GROUP DESIGN | ARCHITECTURE • INTERIORS • DESIGN-BUILD SERVICES  
4141 Boulevard Drive East Jacksonville, Florida 32216  
SCALE: 1/8" = 1'-0"



**St. Johns County**  
**Public Library System**

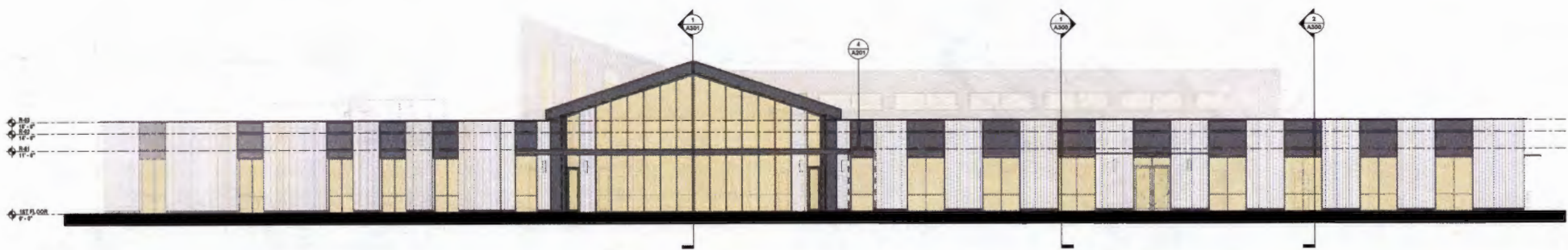
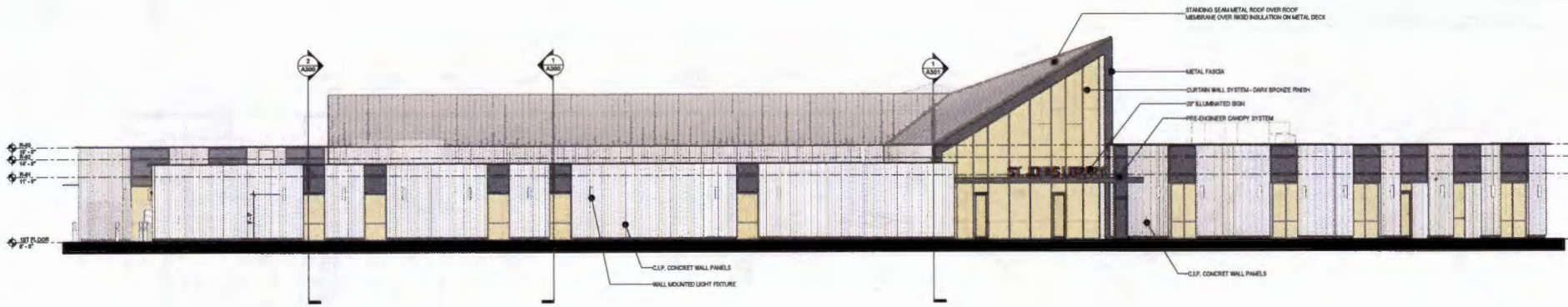
Submitted  
**SCHEMATIC DESIGN**  
Sheet Contents  
**FLOOR PLAN**

PROJECT NUMBER: #21048  
PROJECT ISSUE DATE: 03/25/2022  
PROJECT ADDRESS: 318 Meadowlark Ln, Saint Augustine, FL 32082





**A102**

SCHEMATIC DESIGN 2390 ST. JOHNS COUNTY PUBLIC LIBRARY SYSTEM





**EXTERIOR FINISHES LEGEND**

-  PRE-FABRICATED SMOOTH METAL PANEL SYSTEM - MATCH BRUNNEN MOORE - KENDALL CYRUS/AL PC-88
-  PRE-FABRICATED SMOOTH CONCRETE PANELS - MATCH BRUNNEN MOORE - KENDALL CYRUS/AL PC-88
-  PRE-FABRICATED SMOOTH CONCRETE PANELS - MATCH BRUNNEN MOORE - KENDALL CYRUS/AL PC-88
-  PRE-FABRICATED TEXTURED CONCRETE PANELS (SEE REFERENCE FOR PATTERN) - COLOR TO MATCH BRUNNEN MOORE DOVE WHITE CC-11

NOTE: SEE REFERENCE FOR COLOR PALETTE INTENT.

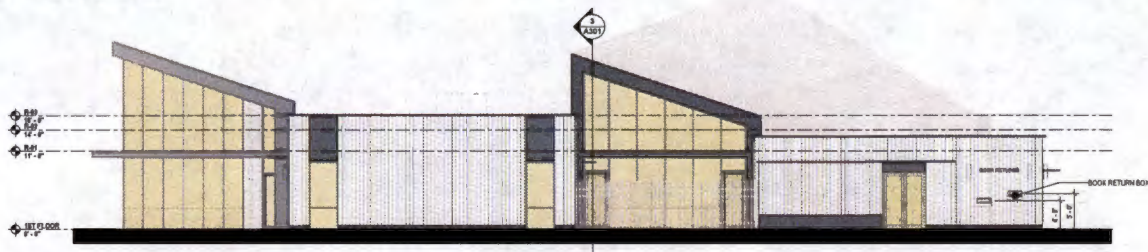


St. Johns County  
Public Library System

Submitted  
**SCHEMATIC DESIGN**  
Sheet Content  
**ELEVATIONS**

PROJECT NUMBER: #21043  
PROJECT ISSUE DATE: 03/26/2022  
PROJECT ADDRESS: 315 Macdonald Ln, Saint Augustine, FL 32082

**A200**



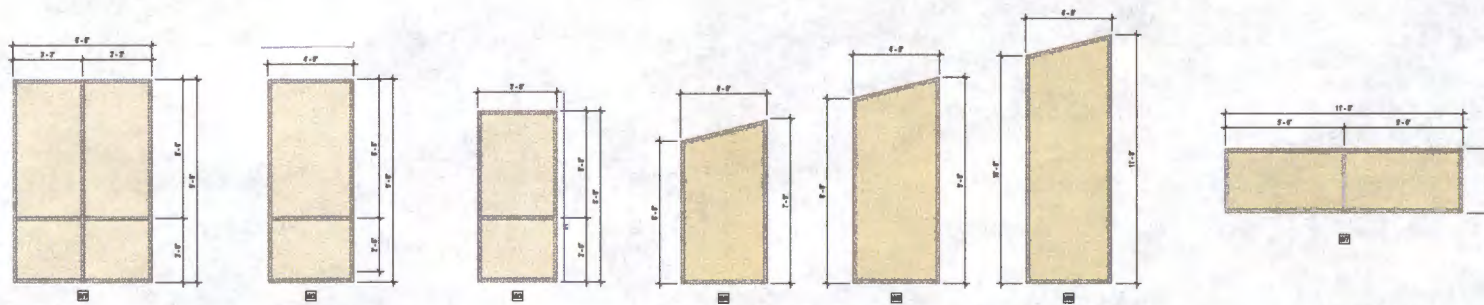
**1 EAST ELEVATION**  
SCALE: 1/8" = 1'-0"



**2 WEST ELEVATION**  
SCALE: 1/8" = 1'-0"

**EXTERIOR FINISHES LEGEND**

- PRE-FINISHED SMOOTH METAL PANEL SYSTEM - MATCH BELAMIN MOORE - REYNOLDS CHARCOAL PC-18
  - PRE-FINISHED SMOOTH CONCRETE PANELS - MATCH BELAMIN MOORE - REYNOLDS CHARCOAL PC-18
  - PRE-FINISHED TEXTURED CONCRETE PANELS (SEE RENDERINGS FOR PATTERN) - COLOR TO MATCH BELAMIN MOORE DOVE WHITE DC - 17
- NOTE: SEE ARCHICORPUS FOR COLOR PALETTE INTENT.



POH GROUP DESIGN | ARCHITECTURE - INTERIORS - DESIGN-BUILD SERVICES  
4141 Southpoint Drive East Jacksonville, Florida 32216





St. Johns County  
Public Library System

NEW VILLAGE LIBRARY

POH  
GROUP





St. Johns County  
Public Library System

NEW VILLAGE LIBRARY

POH  
GROUP





St. Johns County  
Public Library System

NEW VILLAGE LIBRARY

POH  
GROUP





St. Johns County  
Public Library System

NEW VILLAGE LIBRARY

POH  
GROUP



EVALUATION SUMMARY SHEET

ST. JOHNS COUNTY, FLORIDA

Date: June 30, 2022  
RFQ: 22-75; Design-Build Services for  
New County Branch Library

FIRM	RATER Jason McKay	RATER Mike Dalton	RATER Rob Stagliano	RATES Debra Rhodes Gibson	RATER Phyllis Thorpe	TOTAL	RANK	COMMENTS
Acon Construction company, Inc.	60	65	32	65	62	284	8	
C.C. Borden Construction, Inc.	27	55	50	75	60	267	9	
E. Vaughan Rivers, Inc.	70	33	48	75	62	288	7	
Meyer Najem Construction	76	86	81	85	66	394	3	
Perry-McCall Construction	76	65	57	81	66	345	4	
Scherer Construction of North Florida, LLC	56	68	68	70	62	324	6	
Stellar Group, Inc.	67	79	75	57	65	343	5	
STG Contracting Group, Inc.	81	79	79	95	87	421	1	
The Haskell Company	74	85	80	85	74	398	2	

APPROVED: Asst. Director of Purchasing &  
Contracts

*Jaime T. Locklear*  
Jaime T. Locklear, MPA, NIGP-CPP, CPPO, CPPB

Date: 7/3/2022

County Engineer:

*Duane Kent*  
Duane Kent, County Engineer

Date: 7/1/22

NOTE:

THE RANKING SHOWN ABOVE MUST BE FOLLOWED UNLESS SPECIAL CONDITIONS MERIT A CHANGE IN THE NEGOTIATING ORDER, IN THIS CASE, THE SPECIAL CONDITIONS MUST BE EXPLAINED IN DETAIL IN THE COMMENTS SECTION OR ATTACHED TO THIS RANKING SHEET.

POSTING TIME/DATE FROM 4:00 PM June 30, 2022, UNTIL 4:00 PM July 7, 2022. July 5, 2022

ANY RESPONDENT AFFECTED ADVERSELY BY AN INTENDED DECISION WITH RESPECT TO THE AWARD OF ANY REQUEST FOR PROPOSAL, SHALL FILE WITH THE PURCHASING DEPARTMENT FOR ST. JOHNS, A WRITTEN NOTICE OF INTENT TO FILE A PROTEST NOT LATER THAN SEVENTY-TWO (72) HOURS (EXCLUDING SATURDAY, SUNDAY AND LEGAL HOLIDAYS) AFTER THE POSTING OF THE SUMMARY SHEET. PROTEST PROCEDURES MAY BE OBTAINED IN THE PURCHASING DEPARTMENT.

ST. JOHNS COUNTY

JUL 01 2022

FURNISHED



**ST. JOHNS COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**RFQ NO. 22-75  
REQUEST FOR QUALIFICATIONS**

**DESIGN-BUILD SERVICES FOR  
NEW COUNTY BRANCH LIBRARY**

**St. Johns County Purchasing Division  
500 San Sebastian View  
St. Augustine FL 32084  
(904) 209-0150**

**[www.sjcfl.us/Purchasing/Index.aspx](http://www.sjcfl.us/Purchasing/Index.aspx)**



**RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY**

**TABLE OF CONTENTS**

<b>PART I:</b>	<b>INTRODUCTION</b>
<b>PART II:</b>	<b>SCOPE OF SERVICES</b>
<b>PART III:</b>	<b>SUBMITTAL INSTRUCTIONS &amp; FORMAT</b>
<b>PART IV:</b>	<b>EVALUATION AND AWARD</b>
<b>PART V:</b>	<b>CONTRACT REQUIREMENTS</b>
<b>PART VI:</b>	<b>FORMS AND ATTACHMENTS</b>

**EXHIBITS (SEPERATE DOCUMENT)**

**EXHIBIT A – DESIGN CRITERIA PACKAGE**

## RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY

### PART I: INTRODUCTION

#### A. DEFINITIONS

The following terms, when utilized in the RFQ Document or Contract Documents, shall have the following meaning, unless otherwise amended:

1. Addendum (Addenda) – A written change, addition, alteration, correction, or revision to a solicitation or contract document (most commonly used in reference to a solicitation).
2. Advertisement – A public notice of a formal solicitation issued by the County, required by law or policy.
3. Board – refers to the Board of County Commissioners of St. Johns County, FL.
4. Cost Proposal – A written document providing for the initial proposed Guaranteed Maximum Price or budget for a project, including a level of cost breakdown as specified by the County, submitted by a Respondent for evaluation by the County during a secondary stage of a two-stage Request for Qualifications.
5. County – refers to St. Johns County, a political subdivision of the State of Florida. Also referred to as “Owner”.
6. Design Criteria Package – Concise, performance-oriented drawings or specifications of a public construction project, which specifies performance-based criteria for the public construction project, including the legal description of the site, survey information concerning the site, interior space requirements, material quality standards, schematic layouts and conceptual design criteria of the project, cost or budget estimates, design and construction schedules, site development requirements, provisions for utilities, stormwater retention and disposal, and parking requirements applicable to the project.
7. Design-Build Contract – A Contract for the design and construction of a project awarded to a single Supplier. The Design-Build Firm oversees and assumes the risk for all phases of design and construction.
8. Design-Build Firm – A Supplier defined under Florida Statute § 287.055(2)(h), to whom a Design-Build Contract is issued and who is responsible for the performance of the contract requirements including all phases of design and construction.
9. Lobbying – Activities by an individual seeking to influence the Board, County staff or County representatives in their decision-making process.
10. Owner Direct Purchases – The direct purchase of equipment, materials, and/or supplies by the County in order to achieve sales tax savings where such equipment, materials and/or supplies are included in the cost of a construction project in accordance with Rule 12A-1.094, Florida Administrative Code.
11. Partial Payment or Progress Payment – A timed sequence of payments made during the performance of a Contract or periodic payments made over the life of a Contract that allow the Supplier to submit invoices for payment as progress is made in performing the contract.
12. Payment Bond – A surety bond issued by an insurance company, after award of a Contract, and posted by a Design-Build Firm to guarantee that all subcontractors, laborers, and suppliers utilized under a Contract will be paid for the satisfactory completion of work performed.
13. Performance Bond – A surety bond issued by an insurance company and posted by a Design-Build Firm after award of a Contract, to guarantee satisfactory completion of the work under the awarded Contract.
14. Protest – A written objection by an interested party to a solicitation or award of a Contract with the intention of receiving a remedial result.
15. Public Construction Bond – A surety bond issued by an insurance company and posted by a Design-Build Firm after award of a Contract, conditioned upon the Design-Build Firm’s performance of the work in the time and manner prescribed in the Contract and promptly making payments to all subcontractors, subconsultants, laborers, material suppliers for prosecution of the work under the Contract.



16. Purchase Order – The County’s written document used as an internal instrument to encumber funds for the purchase of, or contract for the provision of goods, services or construction.
17. Qualifications – A Response to a Request for Qualifications (RFQ) submitted by a Respondent for review and evaluation for consideration of award.
18. Request for Qualifications – A formal solicitation for supplier qualifications in which price is NOT a criterion considered in the evaluation to determine the supplier(s) best qualified to provide the requirements of the County. May include secondary stages for proposals, bids, or responses as permissible by policy or law.
19. Respondent – A Supplier who submit a Response to a County solicitation, such as Request for Proposals, and Request for Qualifications.
20. Response – A general term used for the submission by a Supplier in response to the County’s informal and formal solicitations.
21. Responsible Supplier – A Supplier capable of performing in all respects to fulfill the Contract requirements, which includes, but is not limited to possessing any and all required licenses and/or certifications, ability to perform, experience, reliability, capacity, credit, facilities, equipment, and other requirements determined by the County to be necessary to meet the contractual obligations.
22. Responsive Bid/Proposal/Quote – A Bid, Proposal, Quote or Response that conforms to all mandatory or essential requirements contained in the Solicitation.
23. RFQ Document – The documents identified, including the Advertisement, RFQ Document, Forms, Exhibits, Addenda, Attachments, Reports, published for a Request for Qualifications, that together provide the requirements, provisions, instructions, terms, conditions and information necessary for Suppliers to develop and submit a Response to the Request for Qualifications.
24. Subcontractor – A Supplier engaged by a Contractor to perform part, or all, of its contractual obligations.
25. Supplier – Any individual, firm, partnership, corporation, association, or other legal entity that provides something of need such as construction, goods, or services.
26. Technical Proposal – A written document that provides narrative and description for how a Respondent proposes to perform or complete a project, including but not limited to, approach and methodology, quality control, scheduling, submittals, and other information as specified by the County, submitted by a Respondent for evaluation by the County, during the second stage of a two-stage Request for Qualifications.

**B. PURPOSE & INTENT**

The purpose of this Request for Qualifications (RFQ) is to solicit Qualifications from Design-Build Firms, in accordance with Florida Statutes § 287.055. The intent of the County is to select a Design-Build Firm to design, permit, and construct a new library adjacent to Pacetti Bay Middle School.

**C. DUE DATE & LOCATION**

Qualifications submitted in response to this RFQ must be delivered to, and received by the SJC Purchasing Division by or before **four o’clock (4:00PM EDT) on Thursday, June 9, 2022**. Any Qualifications received by the SJC Purchasing Division after this deadline will be deemed non-responsive, and shall be returned to the Respondent, unopened.

**Delivery Location:** SJC Purchasing Division  
500 San Sebastian View  
St. Augustine, FL 32084

**D. DESIGNATED POINT OF CONTACT**

Any and all questions or requests for information relating to this RFQ must be directed, **in writing**, to the County’s Designated Point of Contact provided below:

**Designated Point of Contact:**

Malinda “Jordy” Fusco, MA, CPM  
Procurement Coordinator  
SJC Purchasing Division  
500 San Sebastian View  
St. Augustine, FL 32084  
Email: [mfusco@sjcfl.us](mailto:mfusco@sjcfl.us)

In the event the Designated Point of Contact provided above is absent or otherwise unavailable for more than three (3) business days during the solicitation process, questions or inquires may be directed to Leigh Daniels, CPPB, Purchasing Manager at [ldaniels@sjcfl.us](mailto:ldaniels@sjcfl.us).

Interested firms **SHALL NOT** contact any staff member of St. Johns County, including members of the Board of County Commissioners, except the above referenced individual, with regard to this RFQ as stated in SJC Purchasing Procedure Manual Section 304.6.5 “Procedures Concerning Lobbying”. **Any such communication shall result in disqualification from consideration for award of a contract for these services.**

**E. SUBMITTAL OF QUESTIONS/INQUIRIES**

Any and all questions and/or inquiries related to this RFQ, shall be directed, in writing, to the Designated Point of Contact as provided above, by or before **four o’clock (4:00PM) EDST on Thursday, May 26, 2022**. Any questions received after this deadline will not be addressed or clarified by the County, unless it is determined to be in the best interest of the County to do so. The County reserves the right to extend the submittal deadline for qualifications in order to clarify or answer questions as necessary to serve the best interest of the County.

**F. TENTATIVE SCHEDULE OF EVENTS**

The County proposes the tentative schedule of events below. The dates provided may change at the discretion of the County. If any modifications impact the schedule of this RFQ, through and until the deadline for submitted RFQ Packages, the County will notify all interested respondents via Addendum.

Advertisement of RFQ	May 5, 2022
Deadline for Questions	May 26, 2022
Qualifications Submittal Deadline	June 2, 2022
Evaluation Meeting	June 23, 2022
Request for Technical/Cost Proposals (Shortlist)	June 23, 2022
Evaluation Meeting – Technical/Cost Proposals (Shortlist)	July 21, 2022
Presentation to BOCC – Initial Negotiated Contract	September 6, 2022

**G. ADDENDA**

Any and all clarifications, answers to questions, or changes to this RFQ shall be provided through a County issued Addendum, posted on [www.demandstar.com](http://www.demandstar.com). Any clarifications, answers, or changes provided in any manner other than a formally issued addendum, are to be considered “unofficial” and shall not bind the County to any requirements, terms or conditions not stated herein.

The County shall make every possible, good faith effort to issue any and all addenda no later than seven (7) days prior to the submittal deadline provided herein. Any addenda issued after this date shall be for material, necessary clarifications for the success of the RFQ.

Any and all issued Addenda must be included with all copies of each Respondent’s submitted Qualifications. Failure to submit an issued Addendum with the submitted Qualifications may result in the Respondent being deemed non-responsive, and being removed from consideration for award. The County reserves the right to request from any



Respondent, copies of any missing Addenda, if the content included in the Addenda is not of a material nature to the merit of the submitted Qualifications.

**H. EQUAL EMPLOYMENT OPPORTUNITY**

In accordance with Federal, State and Local law, no Respondent shall discriminate against any employee or applicant for employment because of race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age, genetic information or disability. Each Respondent shall be required to comply with all aspects of the Americans with Disabilities Act (ADA) during the performance of the work.

**I. EMPLOYMENT ELIGIBILITY AND MANDATORY USE OF E-VERIFY**

As a condition precedent to entering into the awarded Agreement, and in accordance with section 448.095, Florida Statutes., Design-Build Firm and its sub-consultants and sub-contractors shall register with and use the E-Verify system to verify the work authorization status of all employees hired on or after January 1, 2021.

- a. Design-Build Firm shall require each of its sub-consultant and sub-contractor to provide the Design-Build Firm with an affidavit stating that the sub –consultant and sub-contractor does not employ, contract with, or sub-contract with an unauthorized alien. The Design-Build Firm shall maintain a copy of such affidavit for the duration of the awarded Agreement.
- b. The County, Design-Build Firm, or any sub-consultant or sub-contractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated section 448.09(1), F.S. or these provisions regarding employment eligibility shall terminate the contract with the person or entity.
- c. The County, upon good faith belief that a sub-contractor knowingly violated these provisions regarding employment eligibility, but Design-Build Firm otherwise complied, shall promptly notify the Design-Build Firm and the Design-Build Firm shall immediately terminate the contract with the sub-contractor.
- d. The County and the Design-Build Firm hereby acknowledge and mutually agree that, a contract terminated pursuant to these provisions regarding employment eligibility is not a breach of contract and may not be considered as such. Any contract terminated pursuant to these provisions regarding employment eligibility may be challenged in accordance with section 448.095(2)(d), F.S.
- e. Design-Build Firm acknowledges that, in the event that the County terminates the awarded Contract for Design-Build Firm’s breach of these provisions regarding employment eligibility, then the Design-Build Firm may not be awarded a public contract for at least one (1) year after such termination. The Design-Build Firm further acknowledges that the Design-Build Firm is liable for any additional costs incurred by the County as a result of the County’s termination of the awarded Agreement for breach of these provisions regarding employment eligibility.
- f. Design-Build Firm shall incorporate in all subcontracts made pursuant to the awarded Agreement the provisions contained herein regarding employment eligibility.

**J. SOLICITATION POSTPONEMENT/CANCELLATION**

The County may, at its sole and absolute discretion, postpone, cancel, or re-advertise, at any time, this solicitation process for any reason, as determined by County Staff, in order to best serve the interests of St. Johns County.

**K. RIGHT TO REJECT/ACCEPT**

The County reserves the right to accept or reject any or all responses, qualifications, or proposals, waive minor irregularities and formalities, and to award to the Respondent that best serves the interest of St. Johns County.

**L. LOCAL PREFERENCE**

Per Section 302.25 of the SJC Purchasing Procedure Manual, the County shall review all submitted proposals to determine whether or not a Respondent is requesting consideration as a Local Business. Staff shall provide the appropriate consideration of local preference to those submitted proposals, in accordance with SJC Purchasing Policy.

In order to receive local preference consideration, Respondent must qualify as a local business, and self-perform, or have perform by subcontractors that qualify as a local business, a minimum of fifty percent (50%) of all work. Fifty percent (50%) of all work must equal fifty percent (50%) of the contract price.

**M. COMPLIANCE WITH ST. JOHNS COUNTY PURCHASING POLICY**

All terms and conditions of the St. Johns County Purchasing Procedure Manual are incorporated into this RFQ Document by reference, and are fully binding. Additionally, upon the effective date of the new St. Johns County Purchasing Policy, on July 1, 2022, the terms and conditions of the new Purchasing Policy, along with the revised Procedure Manual shall be incorporated into this RFQ Document by reference, and shall be fully binding.

Respondents are required to submit their responses to this RFQ, and to conduct their activities during this process in accordance with the St. Johns County Purchasing Procedure Manual, and the St. Johns County Purchasing Policy (upon its effective date). This solicitation, the subsequent evaluation, negotiations and contract award shall be in accordance with the St. Johns County Purchasing Procedure Manual, or St. Johns County Purchasing Policy, whichever is in effect at the time of the activity. The County reserves the right to disqualify, remove from consideration, or debar as appropriate, any vendor that does not comply with the applicable requirements set forth in the St. Johns County Purchasing Procedure Manual and St. Johns County Purchasing Policy.

**PART II: SCOPE OF SERVICES**

**A. GENERAL INFORMATION**

St. Johns County is building a new branch library near Pacetti Bay Middle School due to the extensive growth in the area. The successful completion of this project will provide the area with an approximately 20,000 square foot library with meeting and study rooms, offices, children’s area, and flex space. The estimated budget for the design-build is seven million five hundred fifteen thousand dollars (\$7,515,000).

**B. PROJECT SCOPE AND REQUIREMENTS**

The scope of work for this project includes the successful completion of the design, permitting and construction of a new library on the same parcel with an existing restroom addressed as 315 Meadowlark Ln , St. Augustine, FL 32092, adjacent to Pacetti Bay Middle School.

The Design Criteria Package is provided as Exhibit “A” of this RFQ Document. The Design-Build Firm will be responsible, however, for determining the most appropriate and cost-effective means and methods for completion of the project.

The scope of work will generally include, but shall not be limited to the following elements:

**1. Pre-Design Work**

The Design-Build Firm will be responsible for all survey work, site evaluation, wetland identification, any additional geotechnical investigations that may be needed, and providing County-approved solutions for any and all site challenges identified.

**2. Design Services**

The Design-Build Firm will be responsible for completion of site and building design. Site design will include, but is not limited to, demolition; clearing; grading; paving and drainage; water and sewer; landscape/irrigation; all site improvements; coordination with all utilities (FPL, SJC Utility Department, TECO, AT&T, Comcast), and all agency permitting. Building design shall include, but is not limited to, architectural; structural; mechanical; electrical; plumbing; fire safety; furniture design; recording studio design; and technology for the library facility specified or



as otherwise determined by the County.

**3. Public Meetings**

The Design-Build Firm will be responsible for coordination with the County for all public notices and conducting up to two (2) public information meetings. At the public information meetings the Design-Build Firm will gather community input and questions/concerns expressed by the public. The Design-Build Firm will document in writing all answers to questions asked at the meeting and provide to the County within three (3) business days of the public meeting.

**4. Permitting**

The Design-Build Firm will be responsible for identifying and obtaining all required permits for the project and will perform all work in accordance with all applicable permit requirements. Permitting agencies may include, but are not limited to: St. Johns County Development Review Committee (DRC), SJC Building Department, St. Johns River Water Management Department (SJRWMD), Florida Department of Transportation (FDOT), Federal Department of Environmental Protection (FDEP), and Florida Department of Health (DOH).

**5. Construction**

The Design-Build Firm shall be responsible for all site and building construction; providing full time on-site supervision; quality control; quality assurance; maintenance of traffic (MOT); conducting and documenting bi-weekly progress meetings; and providing updated red-line as-built drawings at each progress meeting. The Design-Build Firm will be responsible for providing a substantial completion walk through with the County and End-Users and completion of the owner-compiled punch list generated from the walk-through prior to the project close-out.

**6. Post-Construction**

The Design-Build Firm will be required to complete the project and permit closeout including providing as-built surveys and/or drawings in the required number and format specified by each permitting agency. The Design-Build Firm will be required to do as many resubmittals as required for agency approval and permit closure. The Design-Build Firm will be required to provide to the County an electronic copy of an the operation & maintenance (O&M) manual and recommendations, Certificate of Occupancy (CO), warranties, sub-contract and supplies list with contact information, copies of all lien releases and consent of surety, approved submittals, all building as-builts, as well as all agency approved site and landscape/irrigation as-builts.

**PART III: QUALIFICATIONS SUBMITTAL INSTRUCTIONS & FORMAT**

**A. RESPONDENT RESPONSIBILITIES**

Respondents are responsible for any and all costs associated with submitting qualifications in response to this RFQ. Respondents are also solely responsible for any and all costs associated with required interviews and/or presentations. It is expressly understood, no Respondent may seek or claim any award and/or re-imbusement from the County for any expenses, costs, and/or fees (including attorneys' fees) borne by any Respondent, during the entire RFQ process. Such expenses, costs, and/or fees (including attorneys' fees) are the sole responsibility of the Respondent.

All qualifications received in response to this RFQ will become the property of St. Johns County and will not be returned. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of St. Johns County.

By submitting Qualifications in response to this RFQ, each Respondent certifies that they have fully read and understand any and all instructions in the RFQ, and has full knowledge of the scope, nature, and quality of work to be performed. Respondents are required to submit accurate and complete information related to their qualifications and abilities to perform the required services. Any material misrepresentation by a Respondent in their submitted Qualification, may be grounds for disqualification.

Respondents are responsible for complying with all applicable provisions of the St. Johns County Purchasing Procedure Manual, as well as all applicable rules, laws, codes and ordinances during the RFQ process.

#### **B. MINIMUM QUALIFICATIONS**

The following are minimum qualification requirements that Respondents must meet in order to be considered responsive to this RFQ. Respondents must clearly demonstrate in the submitted Qualifications meeting at a minimum:

1. Must qualify as a Design-Build Firm as defined by Florida Statute § 287.055(2)(h).
2. Must be legally authorized to conduct business in the State of Florida and St. Johns County, which requires the Respondent to be registered with the State of Florida Department of State, Division of Corporations, and registered with St. Johns County Licensing Department
3. Respondent must have successfully completed at least three (3) Design-Build projects of similar size and scope than the project specified herein within the last eight (8) consecutive years.
4. Respondent must demonstrate proof of current insurance coverages or provide certification from a qualified insurance provider that they are able to obtain the required coverage upon award..

Failure by any Respondent to sufficiently demonstrate material compliance with the minimum qualification requirements stated above will result in the Respondent being deemed non-responsive and removed from further consideration.

#### **C. JOINT VENTURE**

In the event of a Joint Venture, the individual empowered by a properly executed Declaration of a Joint Venture and Power of Attorney shall execute all required documents in the submitted Qualifications. The submitted documentation shall clearly identify who will be responsible for the engineering, quality control, and construction portions of the project.

#### **D. TRADE SECRETS**

All material marked as a trade secret must be separated from all non-trade secret material, such as being submitted in a separate envelope clearly marked as "trade secret". If the County receives a public records request for a document or information that is marked and certified as a trade secret, the County shall promptly notify the person that certified the document as a trade secret.

To invoke the provisions of Florida Statute § 812.081, Trade Secrets, or other applicable law, the requesting firm must complete an Affidavit of Trade Secret Confidentiality, signed by an officer of the company, and submit the affidavit with the information classified as "Trade Secret" with other proposed documents. The affidavit must reference the applicable law or laws under which trade secret status is to be granted.

#### **E. USE OF COUNTY LOGO**

Pursuant to, and consistent with, County Ordinance 92-2 and County Administrative Policy 101.3, the Respondent may not manufacture, use, display, or otherwise use any facsimile or reproduction of the County Seal/Logo without express written approval of the Board of County Commissioners of St. Johns County, Florida.

#### **F. PUBLIC RECORDS**

1. The cost of reproduction, access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this RFQ shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), and other applicable State and Federal provisions. Access to such public records, may not be blocked, thwarted, and/or hindered by placing the public records in the possession of a third party, or an unaffiliated party.



2. In accordance with Florida law, to the extent that Design-Build Firm's performance under the awarded contract constitutes an act on behalf of the County, Design-Build Firm shall comply with all requirements of Florida's public records law. Specifically, if Design-Build Firm is expressly authorized, and acts on behalf of the County under the awarded contract, Design-Build Firm will:
  - (a) Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the Services;
  - (b) Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost as provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
  - (c) Ensure that public records related to the awarded contract that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by applicable law for the duration of the awarded contract and following completion of the awarded contract if the awarded Design-Build Firm does not transfer the records to the County; and
  - (d) Upon completion of the awarded contract, transfer, at no cost, to the County all public records in possession of the Design-Build Firm or keep and maintain public records required by the County in relation to the awarded contract.

If the awarded Design-Build Firm transfers all public records to the County upon completion of the awarded agreement, the awarded Design-Build Firm shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the awarded Design-Build Firm keeps and maintains public records upon completion of the awarded agreement, the Design-Build Firm shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the County's information technology systems.

Failure by the Design-Build Firm to comply with the requirements of this section shall be grounds for immediate, unilateral termination of this Agreement by the County.

**IF THE DESIGN-BUILD FIRM HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AWARDED CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**500 San Sebastian View  
St. Augustine, FL 32084  
(904) 209-0805  
[publicrecords@sjcfl.us](mailto:publicrecords@sjcfl.us)**

#### **G. CONFLICT OF INTEREST**

Respondents must certify that they presently have no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of the work as provided herein. Respondents must certify that no person having any interest shall be employed for the performance of any of the required services as provided herein.

Respondents must disclose any and all involvement in any St. Johns County Board of County Commissioners advisory board by any person(s) associated with their firm.

Respondents are required to disclose to the County any and all potential conflicts of interest for any prospective business association, interest or circumstance, the nature of work the Respondent may undertake and request an opinion from the County, whether such association, interest, or circumstance constitutes a conflict of interest.

In accordance with Section 112.313, Florida Statutes, Respondents are prohibited from possessing a contractual or employment relationship with any County officer or employee, and must disclose any such relationship in the submitted Qualifications. Additionally, Respondents must disclose any ownership interest in the responding firm by a County officer or employee, including elected officials. Failure to disclose such information shall be grounds for disqualification, termination of award, suspension or debarment.

No member of a Design-Build Firm may participate in more than one (1) response to this RFQ. Participation in multiple responses shall result in the disqualification and removal from consideration all Respondents involved.

#### **H. QUALIFICATIONS SUBMITTAL INSTRUCTIONS**

Respondents must submit one (1) hard copy original of their Qualifications and one (1) exact electronic PDF copy of the original on an unlocked USB Drive in a sealed envelope or container labeled with the Respondent's full legal name, mailing address, and the solicitation number and title. The County is not responsible for any Qualifications that are incorrectly labeled and/or that are not delivered to the appropriate location due to incorrect packaging/labeling.

Submitted Qualifications must include documentation to satisfactorily demonstrate all required information, and may include supplemental information, as needed, to appropriately address any point or issue, provided that the Qualifications complies with all requirements of this RFQ, including any page limit(s).

Submitted Qualifications must not exceed 27 pages (one-sided) in total. Pages must be 8-1/2" x 11", with no less than 1/2" margins, and font shall be no smaller than 11pt font. Qualifications must include, at a minimum:

##### **Section 1: Qualifications Cover Page and Cover Letter**

Respondents must complete the Qualifications Cover Page provided herein, and include a separate cover letter which must provide the following:

- Full legal company name and Company type (i.e. Corporation, Partnership, Joint Venture, etc.);
- Physical and mailing address (if different) and include any other location(s) which may perform portion(s) of the work;
- Primary company point of contact information (name, phone and email) and any secondary or supplemental point(s)-of-contact information;
- Names and titles of principals, partners, or owners as applicable;
- Brief statement of company history (date of establishment, number of years in business, number of employees, etc.);
- Brief description of business philosophy; and
- Brief statement regarding the Respondent's interest in this project.

##### **Delegation of Authority**

Respondent must provide a Delegation of Authority Letter for any representative(s) signing on behalf of the Respondent who are not principals, owners, partners, etc., for the Respondent firm. The Delegation of Authority must state the levels of authority delegated to each representative, must be on company letterhead, and must be signed by a principal/owner/partner (as applicable) of the Respondent firm.



## **Section 2: Company, Staff & Team Qualifications**

Respondent shall provide documentation to fully demonstrate the qualifications, education, and abilities of the Respondent, its personnel and members of Respondent's proposed team, including sub-consultants and sub-contractors. The Respondent must, at a minimum, demonstrate meeting the minimum qualifications as provided herein. The information must include, but is not limited to: licensure, certification, education and abilities of the firm(s) and personnel who may perform work if selected.

Respondents must provide the following information to fully demonstrate the Company, Staff and Team Qualifications:

**Qualification Certification** – Complete and submit **Attachment "A"** provided herein.

**Key Personnel** – Submit information to identify the Key Personnel proposed for this project and demonstrate the qualifications, experience and capabilities of the individuals identified as Key Personnel.

**Proposed Sub-Consultants / Sub-Contractors** -Submit information to identify any and all sub-consultants and sub-contractors, the portion(s) of work for which they're proposed and their qualifications, experience and capabilities to perform the work.

**Claims, Liens, Litigation History** – Complete and submit required information on all claims, liens, and litigation history for the past seven (7) years on **Attachment "B"** provided herein.

**Bonding Capability** – Submit a Letter of Bonding Capability and Capacity from the Respondent's Surety (not the agent) demonstrating the level of bonding capability/capacity held by the Respondent. Surety must be licensed to do business in Florida, have been in business and have a successful continuous operations for at least three (3) years. Surety shall not have exposed itself to any loss on any one risk in an amount exceeding twenty percent (20%) of its surplus to policyholders. Surety must have fulfilled all of its obligations on all other bonds given to the Owner. Surety must have good underwriting, economic management, adequate reserves for undisclosed liabilities, net resources for unusual stock, and sound investment and have an "A" rating or better.

**Insurance Coverages** – Submit current and valid Certificate(s) of Insurance reflecting the required coverages and associated endorsements as provided herein under Contract Requirements; OR provide a letter from a qualified insurance provider attesting to Respondent's capability to obtain the required coverages upon award.

## **Section 3: Related Experience**

Respondent shall submit a written narrative describing any and all contracts or engagements successfully completed in the last eight (8) calendar years including services similar in scope to those described herein. Respondent must, at a minimum, demonstrate the minimum experience requirements specified in this RFQ Document. Respondents must include the type of services performed, timeframe of performance, whether or not the contract was renewed/extended. The information required must include: Project Owner Name and Point of Contact (with contact information), date(s) of service, project information.

The County reserves the right to contact any or all of the entities provided to verify performance information related to the projects submitted for consideration of Related Experience.

## **Section 4: Current and Projected Workloads**

Respondent shall provide sufficient information to demonstrate Respondent's current and projected workloads anticipated for the next three (3) calendar years, which shall include projects awarded and under contract, projects in the process of award but not yet under contract, and projects under contract. The information must include all of the Respondent's current contracts/projects, project owner (name, location), point-of-contact information for project

owner (name, phone, email), status (current/upcoming), and timeframe for completion (on time, ahead of schedule, or behind schedule).

Respondent must also sufficiently demonstrate the availability of personnel and proposed team (internal and external) to take on the project specified herein, based upon the demand of their current and projected workloads

**Section 5: Administrative Information**

In this section, Respondents shall submit the following forms:

- Attachment “C” – Affidavit of Solvency;
- Attachment “D” – St. Johns County Affidavit;
- Attachment “E” – Conflict of Interest Disclosure;
- Attachment “F” – Drug-Free Workplace Form;
- Attachment “G” – E-Verify Affidavit;
- Attachment “J” – Equal Opportunity Report Statement
- Attachment “K” – Certification Regarding Debarment
- Attachment “L” – Certification Regarding Lobbying
- Attachment “M” – Certification of Non-Segregated Facilities
- Attachment “N” – Non-Collusion Certification
- Attachment “O” – Public Entity Crimes
- All Signed Addenda (if applicable)

**PART IV: EVALUATION AND AWARD**

**A. DETERMINATION OF RESPONSIVENESS**

The Purchasing Division will review each submitted Qualifications for responsiveness and responsibility to the requirements provided herein. Any Respondent who is deemed non-responsible, and any submitted Qualifications that are materially non-responsive to the requirement of this RFQ will be disqualified and removed from consideration prior to the evaluation. Only those Respondents who are materially responsive to the requirements herein will be evaluated for consideration of shortlisting.

The County reserves the right to waive any minor formality or irregularity in any Qualifications. However, any missing information or document(s) that are material to the purpose of the RFQ shall not be waived as a minor formality.

**B. EVALUATION OF QUALIFICATION SUBMITTALS**

All responsive and responsible Qualifications will be evaluated by an Evaluation Committee of no less than three (3) representatives. Evaluators will review and score the Qualifications Submittals individually, with no interaction or communication with any other individual. Evaluators’ scores will be announced at a Public Evaluation Meeting in accordance with Florida Statute § 286.011. Based upon the evaluation of the submitted Qualifications, the County shall determine a shortlist of no less than three (3) or more Respondents, unless fewer than three (3) responses are received.

**C. SECOND STAGE – REQUEST FOR TECHNICAL AND COST PROPOSALS (Shortlisted Firms ONLY)**

The shortlisted Respondents will receive a Request for Technical and Cost Proposals, which shall be submitted to the Purchasing Division, and presented to the Evaluation Committee for scoring as provided herein. The scores for the Technical and Cost Proposals will be announced at a subsequent Public Evaluation Meeting. Each shortlisted Respondent will use the Design Critical Package to prepare a technical proposal to be evaluated by the Evaluation Committee. The Cost Proporsal will be evaluated by the Purchasing Division.

If the Evaluation Committee determines that additional interviews and/or presentations are necessary to make a final decision for selection, the shortlisted firms will be notified.



The County will select the top ranked firm for award based on the total of all scores, including the initial evaluation of qualifications, the evaluation of the shortlisted firms' Technical and Cost Proposals, and if necessary, any additional presentations or interviews that are determined to be necessary by the County.

County Staff may consider any evidence available regarding financial, technical, other qualifications and abilities of a respondent, including past performance (experience) with the County prior to recommending approval of award to the St. Johns County Board of County Commissioners.

**D. EVALUATION CRITERIA AND SCORING**

Submitted Qualifications will be evaluated based upon the following evaluation criteria and associated points as provided below:

<u>Evaluation Criteria:</u>	<u>Maximum Possible Points per Evaluator:</u>
1. Company & Staff Qualifications	45
2. Related Experience	25
3. Project Workload	15
 <u>Second Stage – Evaluation Criteria (Shortlisted Firms Only)</u>	
Technical Proposal	30
*Cost Proposal	20
*Cost Proposal will be evaluated by the SJC Purchasing Division, as such only has one (1) evaluator.	
 <u>Additional Interview/Presentation (If applicable)</u>	
Interview/Presentation	20

**E. RECOMMENDATION FOR AWARD**

Recommendation shall be made to award to the top ranked firm based upon the evaluations conducted as prescribed herein, provided no protest(s) are received, and there are no circumstances identified that would prevent the County from awarding to the top ranked firm. In the event of any such circumstances, the County shall review and determine award as appropriate.

The St. Johns County Board of County Commissioners reserves the right to reject any or all submitted Qualifications, waive minor formalities or award to/negotiate with the firm whose qualifications package best serves the interest of the County.

**F. PROTEST PROCEDURES**

Any Respondent adversely affected by an intended decision, or by any term, condition, or procedure or specification with respect to this RFQ, shall file, with the SJC Purchasing Division, a written Notice of Protest, no later than seventy two (72) hours (excluding Saturdays, Sundays, and legal holidays for employees of St. Johns County) after the posting, either electronically, or by other means, of the notice of intended action, notice of intended award, bid tabulation, publication by posting electronically or by other means of a procedure, specification, term or condition which the person intends to protest, or the right to protest such matter shall be waived. The protest procedures may be obtained from the SJC Purchasing Division, and are included in SJC Purchasing Division, and are included in the St. Johns County's Purchasing Procedure Manual are incorporated into this Request for Qualifications by reference, and are fully binding.

**RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY**

**ST. JOHNS COUNTY FLORIDA  
BOARD OF COUNTY COMMISSIONERS**

**DATE:  
PROJECT:**

**CRITERIA RANKING:**

	<b>A.</b>	<b>B.</b>	<b>C.</b>	<b>TOTAL</b>
	<b>Company/ Staff Qualifications</b>	<b>Related Experience</b>	<b>Project Workload</b>	
	<b>0 - 45</b>	<b>0 - 25</b>	<b>0 - 15</b>	<b>Up to 85</b>
<b>RESPONDENTS</b>				

**SIGNATURE OF RATER: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_**



## **RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY**

### **PART V: CONTRACT REQUIREMENTS**

#### **A. CONTRACT AGREEMENT & TERM**

The County intends to negotiate, and upon successful negotiations, issue a Design-Build Contract, on a form provided by the County, for completion of the project, in accordance with this RFQ Document, and as negotiated with the selected firm. The Term of the Agreement shall be in accordance with the Contract Documents, as negotiated and agreed to by both parties.

It is expressly understood that the Board of County Commissioner's (Board's) preference/selection of any qualifications does not constitute an award of a Contract with the County. It is anticipated that subsequent to the Board's preference/selection of any qualifications, contract negotiations will follow between the County and the selected Respondent. It is further expressly understood that no contractual relationship exists with the County until a contract has been executed by both the County and the selected Respondent. The County reserves the right to delete, add to, or modify one or more components of the RFQ documents in order to accommodate changed or evolving circumstances that the County may have encountered since the issuance of the RFQ.

The Design-Build contract shall have two (2) phases. The first phase shall be for Design and Preliminary Services and the second phase shall be for Final Design and Construction. The Design-Build Contract shall be negotiated and issued for the completion of the first phase of the project, with intention for the Design-Build Firm to develop and submit a Guaranteed Maximum Price for the completion of the second phase, which shall be subject to negotiations and issuance of an amendment to the Design-Build Contract.

#### **B. PERFORMANCE**

At any point in time during the term of the Contract with the awarded Design-Build Firm, County Staff may review records of performance to ensure that the Design-Build Firm is continuing to provide sufficient financial support, equipment, quality of workmanship, and organization as prescribed herein. The County may place said contract on probationary status and implement termination procedures if the County determines that a Design-Build Firm no longer possesses the financial support, equipment, quality of workmanship, and organization which would have been necessary during the RFQ evaluation period in order to comply with this demonstration of competency section.

#### **C. TERMINATION**

Failure on the part of the Design-Build Firm to comply with any portion of the duties and obligations under the awarded Contract shall be cause for termination. If the Design-Build Firm fails to perform any aspect of the responsibilities described herein, St. Johns County shall provide written notification and opportunity to cure the default, in accordance with the Contract Documents. In the event the Design-Build Firm fails to cure the default, or comply with the requirements of the Contract Documents, the County shall issue termination notice in accordance with the Contract Documents, and shall seek any and all remedies legally available to mitigate damages incurred by the County.

In addition to the above, the County may terminate the Contract at any time, without cause, upon thirty (30) days written notice to the Design-Build Firm.

#### **D. GOVERNING LAWS & REGULATIONS**

It shall be the responsibility of the Design-Build Firm to be familiar and comply with any and all federal, state, and local laws, ordinances, rules and regulations as provided herein and any others that are relevant and applicable to the services to be performed under the awarded Contract. The Contract shall be governed by the laws of the State of Florida and the County both as to interpretation and to performance.

#### **E. COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH ACT**

The Design-Build Firm warrants that the product/s, or services supplied to St. Johns County shall conform in all respects to the standards set forth in the Occupational Safety and Health Act (OSHA) of 1970 as amended and the failure to

comply will be considered a breach of contract. St. Johns County shall be held harmless against any unsafe conditions and contractor employee incidents.

The Design-Build Firm further certifies that if the material, equipment, service, etc., delivered or provided is subsequently found to be deficient in any OSHA requirement in effect on date of delivery or service fulfillment date, all costs necessary to bring the material, equipment, service, etc., into compliance with the aforementioned requirements shall be borne by the Design-Build Firm. All Personal Protective Equipment (PPE) used by the Design-Build Firm, their employees, as well as personnel supplied by any subconsultants and subcontractors shall be American National Standards Institute (ANSI) certified and meet OSHA standards.

**F. TRAINING AND EDUCATION**

Design-Build Firm shall ensure that all its employees are trained appropriately for their work tasking. The minimum requirements are found in Federal and State Regulations. Examples of this training are (but not limited to): Lockout Tagout, Fall Protection, Electrical Safety and the National Electrical Code (NEC) Confined Space Entry, Hot Work, Specific Chemical Hazards, Excavations and Trenching, and Heavy Equipment Operation.

Special emphasis should be given towards training and compliance with the Construction industry's "Focus Four" established by OSHA as an outreach program to the construction industry and its workers. Training, education, and awareness should be provided in the areas of:

- 1) Fall Hazards 2) Caught-In and Between Hazards 3) Struck-By Hazards and 4) Electrocution Hazards.

**G. FIRE EXTINGUISHERS**

Pursuant to Florida State Statute Chapter 633 Section 304 and NFPA 1, Florida Fire Prevention Code, fire extinguisher services shall be performed by a contractor who is licensed/permitted by the State Fire Marshal.

**H. TOXIC SUBSTANCES/FEDERAL HAZARD COMMUNICATION "RIGHT TO KNOW AND UNDERSTAND" REGULATIONS**

The Federal "Right to Know and Understand" Regulation (also known as the Hazard Communication / Globally Harmonized System of Classification and Labeling of Chemicals (GHS) implemented by OSHA requires employers to inform their employees of any toxic substances to which they may be exposed in the workplace, and to provide training in safe chemical storage, labeling, handling practices and emergency procedures.

Accordingly, the Design-Build Firm performing under the awarded Contract shall be required to provide two (2) complete sets of Safety Data Sheets (SDS) to each of the departments utilizing the awarded products. This information should be provided at the time when the initial delivery is made, on a department-by-department basis. If performing work on site, it is preferred that the Design-Build Firm bring their hazardous communication program and SDS in a binder labeled with the Design-Build Firm's name and identified as a Hazardous Communication/GHS Program. Upon leaving the jobsite and the removal of all hazardous materials, Design-Build Firm shall take their information with them.

The transport, use, and disposal of toxic substances must be conducted in accordance with DEP/EPA regulations.

Upon request, Design-Build Firm will be given access to the written Hazardous Communication Program and informed where to locate SDS.

**I. LICENSES, PERMITS, FEES**

The Design-Build Firm shall be responsible for obtaining and holding any and all necessary licenses, permits, certifications required to perform the work described herein throughout the duration of the awarded Contract. Payment of any fees or fines resulting in the lack of permits, licenses or certifications shall be the sole responsibility of the Design-Build Firm.

**J. TEMPORARY TRAFFIC CONTROL / MAINTENANCE OF TRAFFIC**

The Design-Build Firm must comply with the Florida Department of Transportation's (DOT) Temporary Traffic Control



(TTC) and the Manual on Uniform Traffic Control Devices (MUTCD) in the planning, development, design, implementation, operation, enforcement and inspection of work zone related transportation management and temporary traffic control on streets and highways within the State Highway System right-of-way. Training in the Advanced, Intermediate, and Flagger categories must be completed by the Design-Build Firm for their employees when performing right-of-way work while under contract with St. Johns County. Design-Build Firm, as well as any and all employees supplied by subconsultants and subcontractors must wear a Class II (daytime), Class III (night/limited visibility) high-visibility safety vest or equivalent high-visibility apparel while performing any work that places them in the right-of-way.

**K. INSURANCE REQUIREMENTS**

Respondents must include in the submitted Qualifications, proof of at least the minimum coverage amounts in the type(s) of insurance policies as provided below. Failure to submit proof of current coverage or certification from a qualified insurance provider of the Respondent’s ability to obtain the required coverages upon award may be grounds for Respondent being deemed non-responsive and removed from further consideration.

All insurance policies shall be satisfactory to the County and be issued by companies authorized and duly licensed to transact business in the State of Florida. Contractor shall furnish proof of insurance to the County prior to execution of the awarded Contract. No Work shall commence under the awarded Contract until Design-Build Firm has obtained all insurance coverages required by the Contract Documents. Certificates of insurance shall clearly indicate Design-Build Firm has obtained insurance of the type, amount, and classification as required by the Contract Documents. Required insurance coverage shall be maintained in force, including coverage for Additional Insureds, until Final Completion of all Work including Warranty Work.

No less than ten (10) days written notice shall be provided to the County prior to cancellation, non-renewal or any material change of required insurance policies. Yearly renewal certificates shall be provided to the County within thirty (30) days of expiration of the current policy.

The types and amounts of insurance required under the Contract do not in any way limit the liability of Design-Build Firm including under any warranty or indemnity provision of the Contract or any other obligation whatsoever Design-Build Firm may have to the County or others. Nothing in the Contract shall limit the Design-Build Firm to the minimum required insurance coverages found in the Contract.

The term “Additional Insured” shall mean St. John’s County, its elected officials, officers, employees, agents and representatives. Certificates of insurance shall specifically name each Additional Insured for all policies of insurance except Workers’ Compensation and Professional Liability. A copy of the endorsement showing the required coverages must accompany the certificate of insurance.

Certificate Holder Address:                   St. Johns County, a political subdivision of the State of Florida  
500 San Sebastian View  
St. Augustine, FL 32084  
Attn: Purchasing Division

Design-Build Firm shall procure and maintain during the life of this Agreement, adequate Workers’ Compensation Insurance in at least such amounts as is required by law for all of its employees per Chapter 440, FS. In claims against any person or entity indemnified under this Paragraph by an employee of the Consultant, a Subconsultant, any one directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this Paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Consultant or a Subconsultant under workers’ compensation acts, disability benefits acts or other employee benefit acts.

Design-Build Firm shall procure and maintain during the life of the awarded Contract, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate, including bodily injury (including

wrongful death), property damage, products, personal & advertising injury, and completed operations. This insurance must provide coverage for all Claims that may arise from the services and/or operations completed under the Contract, whether such services or operations are by Design-Build Firm or anyone directly or indirectly employed by them. Such insurance(s) shall also be primary and non-contributory with regard to insurance carried by the Additional Insureds.

Design-Build Firm shall procure and maintain during the life of the awarded Contract, Comprehensive Automobile Liability Insurance with minimum limits of \$2,000,000 combined single limit for bodily injury and property damage liability and insuring liability arising out of or in any way related directly or indirectly to the ownership, maintenance or use of any owned, non-owned or rented/hired automobiles.

Design-Build Firm shall procure and maintain, during the life of this Agreement, Professional Liability or Errors and Omissions Insurance with minimum limits of \$1,000,000 with 10-year tail coverage starting upon completion of all Services, as determined by the County. Design-Build Firm's professional liability policy should not have an exclusion for environmental compliance management or construction management professionals.

In the event that Design-Build Firm employs professional engineering or land surveyor services for performing field engineering or preparing design calculations, plans, and specifications, Design-Build Firm shall require the retained engineers and land surveyors to carry professional liability insurance with limits not less than \$1,000,000 each claim with respect to negligent acts, errors, or omissions in connection with professional services to be provided under the Contract.

The required insurance limits identified above may be satisfied by a combination of a primary policy and/or Umbrella or Excess Liability Insurance policy. Design-Build Firm shall require each lower-tier subcontractor to comply with all insurance requirements appropriate for its scope of work, and any deficiency shall not relieve Design-Build Firm of its responsibility herein. Upon written request, Design-Build Firm shall provide County with copies of lower-tier subcontractor certificates of insurance.

Providing and maintaining adequate insurance coverage is a material obligation of Design-Build Firm. County has no obligation or duty to advise Design-Build Firm of any non-compliance with the insurance requirements contained in this Section. If Design-Build Firm fails to obtain and maintain all of the insurance coverages required herein, Design-Build Firm shall indemnify and hold harmless the Additional Insureds from and against any and all Claims that would have been covered by such insurance had Design-Build Firm complied with its obligations herein.

County reserves the right to adjust the above minimum insurance requirements or require additional insurance coverages to address other insurable hazards.

#### **BUILDERS RISK INSURANCE**

Design-Build Firm shall procure and maintain Builder's Risk ("all risk") insurance on a replacement cost basis for the construction phase of this project. The amount of coverage shall be equal to the full replacement cost on a completed value basis, including periodic increases or decreases in values through change orders.

The Builder's Risk policy shall identify the County as the sole loss payee. The policy shall name as insured the County, Contractor and its subcontractors of every tier. Each insured shall waive all rights of subrogation against each of the other insured to the extent that the loss is covered by the Builder's Risk Insurance. The Builder's Risk policy shall be primary and any self-insurance maintained by the County in not contributory. The Builder's Risk policy shall not include a co-insurance clause. This coverage shall not be lapsed or cancelled because of partial occupancy by the County prior to Final Completion of the Work.

The Builder's Risk insurance shall:

- a. Insure against at least the following perils or causes of loss: fire; lightning; windstorm; riot; civil commotion; terrorism; vehicle impact; aircraft; smoke; theft; vandalism and malicious mischief; mechanical breakdown,



boiler explosion, and artificially generated electric current; earthquake; volcanic activity, and other earth movement; flood; collapse; explosion; debris removal including demolition as may be reasonably necessary; and water damage (other than that caused by flood).

- b. Cover, as insured property, at least the following: (i) the Work and all appurtenances, materials, supplies, fixtures, machinery, apparatus, equipment and other property of a similar nature that are to be incorporated into or used in the preparation, fabrication, construction, erection, or completion of the Work including County furnished or assigned property; (ii) spare parts inventory required within the scope of the Contract; and (iii) temporary works which are not intended to form part of the permanent constructed Work but which are intended to provide working access to the Jobsite, or to the Work under construction, or which are intended to provide temporary support for the Work under construction, including scaffolding, form work, fences, shoring, falsework, and temporary structures.
- c. Extend to cover damage or loss to insured property (i) while in transit; and (ii) while in temporary storage at the Jobsite or in a storage location outside the Jobsite (but not including property stored at the premises of a manufacturer or supplier).
- d. Include (i) performance/start-up and hot testing; (ii) soft costs (e.g. design and engineering fees, code updates, permits, bonds, insurances, and inspection costs); and (iii) costs of funding or financing when a covered risk causes delay in completing the Work.

The Builder's Risk Insurance may have a deductible clause. Contractor shall be responsible for paying any and all deductible costs. Notwithstanding anything to the contrary set forth above, the deductible for coverage of all perils and causes of loss enumerated in the section above shall not exceed \$250,000.

#### **L. INDEMNIFICATION**

Design-Build Firm shall indemnify and hold harmless the County and its officers and employees ("Indemnified Party"), from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of Design-Build Firm or other persons employed or utilized by Design-Build Firm in the performance of the Agreement.

To the extent permitted by, and in accordance with Florida Statute § 725.08, Design-Build Firm further agrees that "damages, losses and costs", includes fines, citations, court judgments, insurance claims, restoration costs or other liability, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of Design-Build Firm and persons employed or utilized by Consultant in the performance of the Agreement.

To the extent permitted by, and in accordance with Florida Statute § 725.08, for purposes of indemnity, the "persons employed or utilized by Contractor" shall be construed to include, but not be limited to, Design-Build Firm, its staff, employees, subconsultants, all deliverers, suppliers, furnishers of materials or services or anyone acting for, on behalf of, or at the request of Design-Build Firm.

This indemnification will not be valid in the instance where the loss is caused by the gross negligence, or willful, wanton or intentional misconduct of any Indemnified Party.

If any provision(s), or portion(s) of a provision(s) of this Section, or the application thereof to any person or circumstance shall, to any extent, be held to be invalid, illegal or unenforceable for any reason whatsoever, the validity, legality and enforceability of the remaining provision(s), or part of the provision(s), shall not in any way be affected or impaired thereby; and shall be interpreted to the fullest extent possible to be enforceable and to give effect to the intent manifested by the provision(s), or portion(s) thereof, held invalid, illegal or unenforceable.

#### **M. SUB-CONSULTANTS/SUB-CONTRACTORS**

If the Design-Build Firm elects to sub-contract, any portion of the work, the Design-Build Firm shall be responsible for

all work performed by any sub-consultant or sub-contractor and shall not be relieved of any obligations under the awarded Contract.

At any time, the County may, at its discretion, require the Design-Build Firm to submit all relevant data required to establish to the satisfaction of the County, the reliability and responsibility of proposed sub-consultants and sub-contractors to furnish and perform the work proposed.

Prior to the award of a Contract, the County will notify the selected firm in writing if the County, after due investigation, has reasonable and substantial objection to any person or organization proposed as a sub-consultant or sub-contractor. The selected firm then may, at their discretion, withdraw their Qualification Submittal, or submit an acceptable substitute at no increase in price. If the selected firm fails to submit an acceptable substitute within seven (7) days of the original notification, the County then may disqualify the selected firm, at no cost to the County.

The County reserves the right to disqualify any Firm, Sub-Consultant, Vendor, or material supplier due to previously documented project problems, either with performance or quality.

Sub-consultants, sub-contractors, and any other persons and organizations proposed by the Design-Build Firm and accepted by the County, must be used on the work for which they were proposed and accepted and shall not be changed except with the written approval of the County. In addition, the Design-Build Firm is required to disclose in writing, any changes to the sub-consultant, sub-contractors, or major material suppliers after execution of the Contract.



**PART VI: – FORMS AND ATTACHMENTS**

**QUALIFICATIONS COVER PAGE**

**SUBMIT ONE (1) ORIGINAL HARD-COPY AND ONE (1) EXACT ELECTRONIC PDF COPY ON AN UNLOCKED USB DRIVE IN A SEALED ENVELOPE OR CONTAINER TO:**

PURCHASING DIVISION  
ST. JOHNS COUNTY, FL  
500 SAN SEBASTIAN VIEW  
ST. AUGUSTINE, FLORIDA 32084

**FULL LEGAL COMPANY NAME:** \_\_\_\_\_

**CONTACT NAME & TITLE:** \_\_\_\_\_

**CONTACT PHONE NUMBER:** \_\_\_\_\_

**CONTACT EMAIL ADDRESS:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY**

**ATTACHMENT A**

**QUALIFICATION CERTIFICATION**

The Undersigned presents this Qualifications Submittal to be considered as a Qualified Design-Build Firm for provision of Design-Build Services for New County Branch Library.

A copy of the license(s) under which our firm is engaged in the business of contracting in the state of Florida is attached. This license was issued in accordance with provisions of Section 489.113, or 471.023 Florida Statutes, and is currently valid and in force.

It is further understood that qualification, if given, shall be valid for the purpose of responding to the above solicitation, unless suspended or terminated by St. Johns County.

The Undersigned authorizes and requests any public official, engineer, architect, Surety Company, bank depository, material or equipment manufacture or distributor or any person, firm or corporation to furnish all information requested by St. Johns County, to verify statements given with this Qualification Submittal.

The Undersigned further authorizes the St. Johns County, FL designee to disclose, without any liability whatsoever, any and all information contained in the Qualification Submittal.

The Undersigned has not been disqualified by any public agency in Florida except as indicated below. (If none, insert: "N/A")

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
Printed Name & Title of Affiant

\_\_\_\_\_  
Full Legal Name of Consultant

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

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_



ATTACHMENT B

CLAIMS, LIENS, LITIGATION HISTORY  
(Complete and Submit)

1. Within the past 7 years, has your organization filed suit or a formal claim against a project owner (as a prime or subcontractor) or been sued by or had a formal claim filed by an owner, subcontractor or supplier resulting from a construction dispute? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please attach additional sheet(s) to include:

Description of every action Captions of the Litigation or Arbitration

Amount at issue: \_\_\_\_\_ Name (s) of the attorneys representing all parties:

Amount actually recovered, if any: \_\_\_\_\_

Name(s) of the project owner(s)/manager(s) to include address and phone number:

2. List all pending litigation and or arbitration.

3. List and explain all litigation and arbitration within the past seven (7) years - pending, resolved, dismissed, etc.

4. Within the past 7 years, please list all Liens, including Federal, State and Local, which have been filed against your Company. List in detail the type of Lien, date, amount and current status of each Lien.

5. Have you ever abandoned a job, been terminated or had a performance/surety bond called to complete a job?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain in detail:

6. For all claims filed against your company within the past five-(5) years, have all been resolved satisfactorily with final judgment in favor of your company within 90 days of the date the judgment became final? Yes \_\_\_\_\_ No \_\_\_\_\_  
If no, please explain why? \_\_\_\_\_

7. List the status of all pending claims currently filed against your company:

**Liquidated Damages**

1. Has a project owner ever withheld retainage, issued liquidated damages or made a claim against any Performance and Payment Bonds? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain in detail:

(Use additional or supplemental pages as needed)

ATTACHMENT "C" – AFFIDAVIT OF SOLVENCY

PERTAINING TO THE SOLVENCY OF \_\_\_\_\_ (Respondent), being of lawful age and being duly sworn I, \_\_\_\_\_ (Affiant), as \_\_\_\_\_

(Title)(*ex: CEO, officer, president, duly authorized representative, etc.*) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, un-matured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature of Affiant

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

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_



**RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY**

**ATTACHMENT D**

**AFFIDAVIT**

ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS  
ST. AUGUSTINE, FLORIDA

At the time the Qualification is submitted, the Respondent shall attach to his submittal a sworn statement.

The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the submittal and shall be sworn to before a person who is authorized by law to administer oaths.

Before me, the undersigned authority, \_\_\_\_\_ (Affiant) who, being duly sworn, deposes and says he/she is \_\_\_\_\_ (Title) of \_\_\_\_\_ (Respondent) submitting the attached Qualifications in accordance with the RFQ Documents for **RFQ NO: 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY.**

The Affiant further states that no more than one submittal for the above referenced project will be submitted from the individual, his/her firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he/she, his/her firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive submittals in connection with Respondent's submittal on the above described project. Furthermore, neither the Respondnet nor any of its officers are debarred from participating in public contract lettings in any other state.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
Printed Name of Affiant

\_\_\_\_\_  
Printed Title of Affiant

\_\_\_\_\_  
Full Legal Name of Affiant

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

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

**RESPONDENT MUST EXECUTE AND ATTACH THIS AFFIDAVIT TO THE SUBMITTED QUALIFICATIONS.**

**RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY**

**ATTACHMENT E**

**CONFLICT OF INTEREST DISCLOSURE FORM**

Project (RFQ) Number/Description: **RFQ NO. 22-75; DESIGN-BUILD OF PACETTI BAY BRANCH LIBRARY**

The term "conflict of interest" refers to situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting a Respondent's professional judgment in completing work for the benefit of St. Johns County ("County"). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the County.

Respondents are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the County. Respondent's, therefore must avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the Respondent's professional judgement when completing work for the benefit of the County.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, and methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the County.

---

Please check the appropriate statement:

- I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.
- The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts or property interests for completing work on the above referenced project.

Legal Name of Respondent: \_\_\_\_\_

Authorized Representative(s): \_\_\_\_\_  
Signature Printed Name/Title

\_\_\_\_\_  
Signature Printed Name/Title



**RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY**

**ATTACHMENT F**

**DRUG-FREE WORKPLACE FORM**

The undersigned firm, in accordance with Florida Statute 287.087 hereby certifies that

\_\_\_\_\_ does:

Name of Firm

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 danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in St. Johns County's Request for Qualification to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, 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 Florida Statute 893, as amended, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than three (3) days after such conviction or plea.
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. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**RFQ NO. 22-75; DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY**

**ATTACHMENT G**

**E-VERIFY AFFIDAVIT**

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

I, \_\_\_\_\_ (hereinafter "Affiant"), being duly authorized by and on behalf of \_\_\_\_\_ (hereinafter "Respondent") hereby swears or affirms as follows:

1. Respondent understands that E-Verify, authorized by Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), is a web-based system provided by the United States Department of Homeland Security, through which employers electronically confirm the employment eligibility of their employees.
2. For the duration of Contract No. \_\_\_\_\_ (hereinafter "Agreement"), in accordance with section 448.095, F.S., Respondent 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 Respondent and shall expressly require any subcontractors performing work or providing services pursuant to the Agreement 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.
3. Respondent shall comply with all applicable provisions of section 448.095, F.S., and will incorporate in all subcontracts the obligation to comply with section 448.095, F.S.
4. Respondent understands and agrees that its failure to comply with all applicable provisions of section 448.095, F.S. or its failure to ensure that all employees and subcontractors performing work under the Agreement are legally authorized to work in the United States and the State of Florida constitute a breach of the Agreement for which St. Johns County may immediately terminate the Agreement without notice and without penalty. The Respondent further understands and agrees that in the event of such termination, Respondent shall be liable to the St. Johns County for any costs incurred by the St. Johns County resulting from Respondent's breach.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
Printed Name & Title of Affiant

\_\_\_\_\_  
Full Legal Name of Consultant

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

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_



ATTACHMENT "J"

**EQUAL OPPORTUNITY REPORT STATEMENT**

1. The Respondent (Proposer) shall complete the following statement by signing this form where indicated. Failure to complete this form may be grounds for rejection of bid:
2. The awarded Contractor shall comply with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992, as amended) prohibiting employment discrimination and shall comply with the regulations and guidelines promulgated pursuant to this Act by the Secretary of the Interior and the Heritage Conservation and Recreation Service.
3. During the performance of this contract, the awarded Contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:
  - (1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
  - (2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
  - (3) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
  - (4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
  - (5) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
4. of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-Contractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a Contractor becomes involved in, or is threatened with, litigation with a sub-Contractor or vendor as a result of such direction by the administering agency the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

Handwritten Signature of Authorized Principal(s):

NAME (print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

NAME OF FIRM: \_\_\_\_\_

DATE: \_\_\_\_\_



ATTACHMENT "N"

**NON-COLLUSION CERTIFICATION**

St. Johns County requires, as a matter of policy, that any Firm receiving a contract or award resulting from the Request for Qualifications issued by St. Johns County shall make certification as provided below. Receipt of such certification, under oath, shall be a prerequisite to the award of contract and payment thereof.

I (we) hereby certify that if the contract is awarded to me, our firm, partnership or corporation, that no members of the elected governing body of St. Johns County nor any professional management, administrative official or employee of the County, nor members of his or her immediate family including spouse, parents or children, nor any person representing or purporting to represent any member or members of the elected governing body or other official, has solicited, has received or has been promised, directly or indirectly, any financial benefit including but not limited to a fee, commission, finder's fee, political contribution, goods or services in return for favorable review of any Response submitted or in return for execution of a contract for performance or provision of services for which Responses are herein sought.

Handwritten Signature of Authorized Principal(s):

NAME (print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

NAME OF FIRM/PARTNERSHIP/CORPORATION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Cut along the outer border and affix this label  
to your sealed bid envelope to identify it as a  
"Sealed RFQ"**

<b>SEALED RFQ • DO NOT OPEN</b>	
<b>SEALED RFQ NO.:</b>	<b>RFQ 22-75;</b>
<b>RFQ TITLE:</b>	<b>DESIGN-BUILD SERVICES FOR NEW COUNTY BRANCH LIBRARY</b>
<b>DUE DATE/TIME:</b>	<b>By 4:00 PM EDST– JUNE 9, 2022</b>
<b>SUBMITTED BY:</b>	
	Company Name
	Company Address
	Company Address
<b>DELIVER TO:</b>	St. Johns County Purchasing Division 500 San Sebastian View St St. Augustine FL 32084



**END OF DOCUMENT**