Florida's Crossroads of Opportunity

Board of County Commissioners

330 West Church Street
PO Box 9005 • Drawer AS05
Bartow, Florida 33831-9005

POLK COUNTY

PHONE: 863-534-6757
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www.polk-county.net

PROCUREMENT DIVISION

NOTICE

October 13, 2026

Polk County, a political subdivision of the State of Florida, requests the submittal of quotes for DQ # 27-012, 3150-3200 Pollard Road, Winter Haven, FL 33880 (Residential).

Questions may be faxed to the Procurement Division, (863) 534-6789 or emailed to Divina Arroyo at divinaarroyo@polkfl.gov and must be received prior to 10:00 a.m., Friday, October 30, 2026. Questions received after the stated date and time will not be considered.

Quotations may be faxed to the Procurement Division, (863) 534-6789 or emailed to Divina Arroyo at divinaarroyo@polkfl.gov and must be received prior to 10:00 a.m., Tuesday, November 10, 2026. Quotations received after the stated date and time will not be considered.

Contractors are required:

- To attend a **Mandatory site visit on Tuesday, October 27, 2026, at 10:00 a.m.** prior to submitting their quote.
- Read the Quote Specification thoroughly for any *changes* or *special instructions*.
- All requirements and deadlines provided in this package must be upheld. Failure to comply may result in suspension as provided within this document and the Procurement Procedures.

INSTRUCTIONS

1. The County shall consider awarding a quote to the Contractor that submits the overall lowest price for demolition services, to include asbestos containing material described more fully in the attached Asbestos Survey. If the structure has been deemed unsafe by the Building Official, all material shall be considered to be Regulated Asbestos Containing Material (RACM) and removed, transported, and disposed of according to Department of Environmental Protection (DEP) regulations. To obtain a copy of the Asbestos Surveys & Photos for DQ # 27-012, 3150-3200 Pollard Road, Winter Haven, FL 33880 (Residential) demolition project please go the following FTP site: https://ftp3.polk-county.net, you will be prompted for a User ID and Password. The User ID is procurevendor and the password is solicitation. After you have logged in to the FTP site, double click on the file folders "DQ # 27-012, 3150-3200 Pollard Road – Attachments", select "Open" or "Save As" to download the quote documents. If you need assistance accessing this website due to ADA or any other reason, please email Divina Arroyo at divinaarroyo@polkfl.gov.
2. The Procurement Director reserves the right to accept or reject any or all quotes and/or to award on an individual item basis or an overall low, whichever is deemed to be in the best interest of the County.
3. All Contractors shall submit prices on County quotation forms provided in this quote package. Failure to do so may cause your quote to be considered non-responsive.
4. Procurement staff will verify licensure and insurance is up to date and meets all requirements prior to award.
5. When asbestos material is present or structure has been deemed unsafe by the Polk County Building Official, the Contractor MUST hold a State of Florida Asbestos Contractor's license, licensure type CJC. **This portion of the scope of work shall not be subcontracted.** Contractor must note Asbestos Contractor license number on the Quote Sheet provided in this package. Procurement staff will verify licensure is up to date and active prior to award.
6. **A Mandatory site visit will be held Tuesday, October 27, 2026, at 10:00 a.m.**
7. **Receiving date is Tuesday, November 10, 2026 prior to 10:00 a.m.**
8. The Successful Bidder must register in our new Vendor Database if you have not already done so prior to award of this bid. A purchase order cannot be issued to a vendor until they have registered. You may register by going to the following link: https://www.polkfl.gov/business/procurement/vendor-information/. Registered vendors will receive a User ID and Password to access their company information. All registered vendors must provide their owner gender, owner ethnicity, corporate status, and a minimum of one (1) commodity code to be considered registered. It is the responsibility of all vendors to update their vendor information. Only registered vendors will receive notifications of future bids and quotes.
9. All prices quoted shall be good for thirty (30) days.
10. If it becomes necessary to revise or amend any part of this quote, an addendum will be issued and will be posted on the County's website at

https://www.polkfl.gov/business/procurement/. It is the sole responsibility of the bidders to check the website to ensure that all available information has been received prior to submitting a quote.

11. **MISTAKES:** Contractors are required to examine the specifications, delivery schedule, quote prices and all instructions pertaining to the requirements of this quote. Failure to do so shall be at Contractor's risk. No change orders will be granted for failure to fully inspect the entire parcel to accurately quote the project. Any questions regarding work incorporated into project MUST be addressed prior to opening of quote submittals. Questions shall be directed to the Procurement staff member noted on the cover page of this package.

12. **INDEMNIFICATION:** Contractor, to the extent permitted by law, shall indemnify, defend (by counsel reasonably acceptable to County), protect and hold the County, and its officers, employees and agents, harmless from and against any and all, claims, actions, causes of action, liabilities, penalties, forfeitures, damages, losses, and expenses whatsoever (including, without limitation, attorneys' fees, costs, and expenses incurred during negotiation, through litigation and all appeals therefrom) including, without limitation, those pertaining to the death of or injury to any person, or damage to any property, arising out of or resulting from (i) the failure of Vendor to comply with applicable laws, rules or regulations, (ii) the breach by Contractor of its obligations under any Agreement with the County entered into pursuant to this solicitation, (iii) any claim for trademark, patent, or copyright infringement arising out of the scope of Contractor's performance or nonperformance of the Agreement, or (iv) the negligent acts, errors or omissions, or intentional or willful misconduct, of Contractor, its professional associates, subcontractors, agents, and employees; provided, however, that Contractor shall not be obligated to defend or indemnify the County with respect to any such claims or damages arising out of the County's sole negligence. The obligations imposed by this Section shall survive the expiration or earlier termination of the Agreement.

13. **PUBLIC ENTITY CRIME:** The Contractor declares and warrants that neither the Contractor nor any of the Contractor's affiliates, as that term is defined in Section 287.133, Florida Statutes, are subject to the restrictions in Section 287.133, Florida Statutes, regarding the commission of a public entity crime. If during the term of this Agreement, the Contractor or any affiliate is convicted of a public entity crime or is otherwise prohibited from performing work for or transacting business with the County pursuant to Section 287.133, Florida Statutes, then the Contractor shall be in material default of this Agreement, and in such case, the County shall have the rights and remedies as provided herein.

14. **TERMINATION/SUSPENSION:** The Procurement Director reserves the right to terminate or suspend a vendor, in whole or in part, when it is in the best interest of the County to do so. The Procurement Director, or their designee, shall notify the vendor, in writing, of any such action with notice of the effective date of termination or suspension. This notice shall also specify the state of the work at the time of termination or suspension. Actions that will cause a vendor to be suspended include, but are not limited to:

    - Quality of work

- Repeated inspections
- Not completing jobs within the time given
- Lack of current insurance on file
- Vandalism
- Safety
- Any act of fraud
- Repeated incomplete or incorrect document submissions

Initial suspension will be a minimum of six months; continued deficiencies will result in termination and deactivation from the County's vendor database, in accordance with Procurement procedures.

15. Vendors must possess a Polk County Local Business Tax Receipt (f/k/a Occupational License) in order to do business with the Polk County Board of County Commissioners. Procurement staff will verify that the successful Contractor possesses a valid Business Tax Receipt prior to award.

16. This document and any resulting purchase orders shall be governed in all respects by the laws of the State of Florida and any litigation with respect thereto shall be brought only in the Courts of Polk County, Florida or the United States District Court, Middle District of Florida located in Hillsborough County, Florida.

17. Safety Requirements: The Contractor shall take all necessary precautions for the safety of and shall provide the necessary protection to prevent damage, injury or loss to: all employees on the project and other persons who may be affected by it; all of the project work; and all materials or equipment to be incorporated, whether in storage on or off the site. The Contractor shall assume all risk of loss for stored equipment or materials, irrespective of whether the Contractor has transferred the title of the stored equipment or materials to the County. Other property at the site or adjacent to it, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of demolition shall be the responsibility of the Contractor. Any questions regarding compliance with the safety requirements/regulations provision shall be directed to the Polk County Safety and Regulatory Manager, Risk Management Division, (863) 534-5267.

18. The Contractor is responsible for observing all, DEP and OSHA regulations and shall self-inspect to ensure that this is accomplished. The Contractor shall ensure that all personnel are properly trained and shall be able to provide documentation for their personnel that have attended training courses. Examples of such training courses are: Hazard Communications; Traffic Work Zone Safety; Personal Protective Equipment; First Aid/CPR; Permit Required Confined Space; and Lock Out/Tag Out of Hazardous Energy. All contractors are required to comply with OSHA Standards regardless of the number of employees they may have.

19. A County representative may periodically monitor work site safety. Should there be safety and/or health violations, classified as Serious, Willful or Criminal/Willful Violations, the County's representative may have the authority, but not the duty, to require the Contractor to correct the violation in an expeditious manner. Inspections

shall be based on requirements contained in law. The definitions of serious, willful and criminal/willful violations are as follows:

Serious Violation: A serious violation shall be deemed to exist in a place of employment if there is a substantial probability that death or serious physical harm could result from a condition which exists, or from one or more practices, means, methods, operations, or processes which have been adopted or are in use, in such place of employment unless the employer did not, and could not, with the exercise of reasonable diligence, know of the presence of the violation.

Willful violation: May exist where evidence shows that the employer committed an intentional and knowing violation of the Act.

Criminal/Willful violation: A repeat violation of a previously-cited willful violation.

Violation of Serious, Willful or Criminal violation may have the following consequences:

First violation: correction may be a verbal warning and the correction shall be done the same day. Written documentation may be maintained by the County. This violation may result in work stoppage until the violation is corrected. The work stoppage shall not entitle the Contractor to additional contract time or compensation.

Second violation: this may constitute a breach of contract for safety violations and may result in termination of the contract at the sole discretion of the County. This could also be grounds for suspension or termination.

Note: The County Safety and Regulatory Manager or their designee may stop any job to ensure the safety of all concerned.

Should the work site be a hazardous area, the Contractor must provide the County with a copy of the Contractor's Safety Plan to include information concerning hazards such as type or identification of known toxic material, machine hazards, Material Safety Data Sheets (MSDS) or any other information that would assist the Contractor in the planning of a safe work site.

The Contractor shall be aware that while working for the County, representatives from agencies such as the United States Department of Labor (DOL), Occupational Safety and Health Administration (OSHA) and the Division of Safety, State of Florida, DEP are invitees and need not have warrants or permission to enter the work site. These agencies, as well as the County Safety and Regulatory Manager or their designee, enter at the pleasure of the County.

The Contractor shall designate a competent person of its organization whose duty shall be the prevention of accidents at the site. This person shall be the Contractor's Superintendent unless otherwise designated, in writing, by the Contractor to the User Division. All communications to the Superintendent shall be as binding as if given to the Contractor.

20. Quotes should include pricing for the removal of all structures, footers, plumbing below grade, and debris, as well as any shrubs, trees, or vegetation in which removal is necessary for the safe demolition of the structure, and any other obstructions associated with the property that fall within the lot dimensions given. Lot should be

cleared and raked, and any man-made items removed, unless otherwise specified in the quote package.

21. **PERFORMANCE OF WORK:** All or portions of the work required under this quote may be performed by Subcontractors, exclusive of removal of asbestos containing material, regulated or unregulated. If the successful Contractor plans to use Subcontractor(s) the Contractor must provide a list of **ALL** Subcontractor(s) and the division of work to be performed by each Subcontractor to the Procurement Division for approval **prior to award of the quote**. Proof of insurance and all applicable licensing required to safely perform the scope of work will be required from the Subcontractor(s) prior to the issuance of the Notice to Commence Services. It will be the responsibility of the Prime Contractor to submit this documentation to the Procurement Division after the recap has been issued and prior to award. It is the Prime Contractor's responsibility to inform and provide job specifications to any/all Subcontractor(s) of the job. Any rework required due to negligence or inability of any Subcontractor(s) shall be the responsibility of the Prime Contractor.

    The Contractor or their designee must be on site during the performance of this quote and will be fully responsible for all acts and omissions of their Subcontractor(s) and of any persons directly or indirectly employed by them. No changes to Subcontractor(s) used will be allowed after submittal of quote unless otherwise approved by the Procurement Director in advance of any work to be performed. Any Prime Contractor that defaults on this requirement may be suspended as allowed within the Procurement Procedures.

    Only duly authorized employees of the Prime Contractor or Subcontractor are allowed to be present on the demolition site. Violations of this requirement will result in a stop work order being issued by the User Division.

    Any work performed by the successful Contractor or their Subcontractor(s) must meet all environmental regulations and deadlines stated in the Notice to Commence Services.

    Delays as a result of weather events may be cause for an extension of time to the Completion Date established within the Notice to Commence Services. The length of delay and comparable number of days shall be determined by the County. Extension(s) of time shall be on a one-to-one basis.

    A delay due to a weather event is defined as an inability to complete any portion of the scope of work due to inclement weather. If the weather prevents outside activity from occurring but the Contractor is able to perform another portion of the scope, a delay is not justified. The Contractor must request an extension of time to the Completion Date immediately upon the conclusion of the weather event causing the delay. This request may be sent electronically via email.

    The weather event shall be of a duration that prevents the Contractor from performing work for a significant portion of the day or that leaves the job site in such a state that the Contractor is unable to continue to work. The County shall be the sole determination of whether the weather event meets the stated criteria contained within this document.

Nothing in the quote document shall create any contractual relationship between any subcontractor and the County or any obligation to pay or facilitate the payment of any monies due any subcontractor, except as may otherwise be required by law.

The Closure Package, which shall include all necessary documentation to complete the demolition project must be submitted to the User Division within five (5) business days of the Completion Date stated within the Notice to Commence Services. Any Contractor that does not abide by this timeframe may be subject to suspension as noted within this document and the Procurement Procedures.

Items to be submitted in the Closure Package:

- Final Invoice (original)
- Certificate of Completion (original)
- Checklist (from quote document)
- Final closed permits noted under Section 3., Submittal Requirements After Demolition
    - Final Building Permit
    - Final Septic Tank Abandonment Permit showing confirmation of removal of septic tank
    - Tire invoices showing disposal at authorized tire disposal site.
    - Household hazardous waste (i.e., paints, insecticides) invoice showing disposal at authorized disposal site.
- Scaled Landfill tickets. Tickets must be completely filled out and include property address. (original)
- Final Unconditional Release of Lien from all Subcontractor(s) (original)
- Picture of completed project, date and time stamped

For purposes of the Closure Package, “scaled” means that all material delivered to an approved landfill must be weighed on the landfill’s scale for accurate measurement of material.

22. **LOCAL PREFERENCE**: It is the policy of the Board of County Commissioners to afford local preference to Polk County entities in the award of bids. Preference shall be administered in accordance with the following:

When written quotations are received, and the lowest price is offered by an entity located outside of Polk County, and the next lowest price is offered by an entity located in Polk County, and is within 5% of the lowest price offered, then the Polk County entity shall be given the opportunity to match the lowest price offered, and if agreement to match the lowest price is reached, the Polk County entity will be awarded the quote if the Polk County entity is otherwise fully qualified and meets all County requirements.

For purposes of this provision the term "Polk County entity" means any business having a physical location within the boundaries of Polk County, Florida, at which employees are located and business activity is managed and controlled on a day to day basis. Additionally, the business must have been located within the boundaries of Polk County for a minimum of 12 months prior to the date the applicable solicitation is issued. This requirement may be evidenced through a recorded deed, an executed lease agreement, or other form of written documentation acceptable to the County.

The County shall have the right, but not the obligation, to verify the foregoing requirements.

If a contract is being funded in whole or in part by assistance of any federal, state or local agency which disallows local preference, the County will adhere to those requirements by not applying this section.

23. **VENDOR PREFERENCE:** It is the policy of the Board of County Commissioners to afford vendor preference to women and minority owned entities in the award of quotes. Preference shall be administered in accordance with the following:

When written quotations (less than $50,000.00) are received, and the lowest price is offered by a non-women or minority owned entity located outside of Polk County, and a price is offered by a women or minority owned entity that is within 5% of the lowest price offered, then the women or minority owned entity shall be given the opportunity to match the lowest price offered, and if agreement to match the lowest price is reached, the women or minority owned entity will be awarded the quote if the women or minority owned entity is otherwise fully qualified and meets all county requirements.

The term “Women or Minority Owned Entity” means any business having at least 51% ownership by women or minority group members who independently control the management and day-to-day operations of the firm. Group members are Females, African Americans, Hispanic Americans, Asian-Pacific Americans, Native Americans, and Asian Indian Americans.

If a contract is being funded in whole or in part by assistance of any federal, state or local agency which disallows this form of preference, the County will adhere to those requirements by not applying section.

This policy in no way supersedes the Local Preference Policy.

24. The Closure Package and all required documentation for this project are to be sent via regular mail or hand-delivered to the following address:

REGULAR MAIL ADDRESS:	**HAND DELIVERY:**
Scott Lowery, Director, Polk County Board of County Commissioners	515 East Boulevard Street Bartow, Florida 33830
Post Office Box 9005, Drawer RE01, Bartow, Florida 33831-9005	Phone: 863-534-2580
Phone: 863-534-2580	

25. **Unauthorized Alien(s)**: The vendor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the County. As part of the response to this solicitation, the successful vendor will complete and submit the attached form “Affidavit Certification Immigration Laws.”

27. **Employment Eligibility Verification (E-Verify)**

A. Unless otherwise defined herein, terms used in this Section which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

B. Pursuant to Section 448.095(5), Florida Statutes, the contractor hereto, and any subcontractor thereof, must register with and use the E-Verify system to verify the work authorization status of all new employees of the contractor or subcontractor. The contractor acknowledges and agrees that (i) the County and the contractor may not enter into this Agreement, and the contractor may not enter into any subcontracts hereunder, unless each party to this Agreement, and each party to any subcontracts hereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of this Agreement, and the County may treat a failure to comply as a material breach of this Agreement.

C. By entering into this Agreement, the contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of this Agreement. Failure to comply will lead to termination of this Agreement, or if a subcontractor knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If this Agreement is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If this Agreement is terminated for a violation of Section 448.095, Fla. Stat., by the contractor, the contractor may not be awarded a public contract for a period of 1 year after the date of termination. The contractor shall be liable for any additional costs incurred by the County as a result of the termination of this Agreement. Nothing in this Section shall be construed to allow intentional discrimination of any class protected by law.

28. **CODE OF ETHICS:** If any vendor violates or is a party to a violation of the code of ethics of Polk County or the State of Florida, with respect to this quote, such vendor may be disqualified from performing the work described in this quote or from furnishing the goods or services for which the quote is submitted and shall be further disqualified from quoting on any future quotes for work, goods, or services for the County.

29. **CONE OF SILENCE**: Bidders and any prospective bidders shall not contact, communicate with or discuss any matter relating in any way to this quote with any member of the Polk County Board of County Commissioners or any employee of Polk County other than the County Procurement Director or the individual designated in the Procurement Division. This prohibition begins with the issuance of the quote and ends upon award or execution of the final contract. Any such communication initiated by a

bidder or prospective bidder shall be grounds for disqualifying the offender form consideration for an award pursuant to this quote and for bids or contracts to be awarded pursuant to RFPs, or Requests for Bid that the County may issue in the future.

30. **ATTORNEY'S FEES AND COSTS**: Each party shall be responsible for its own legal and attorney's fees, costs and expenses incurred in connection with any dispute or any litigation arising out of, or relating to this Agreement, including attorney's fees, costs and expenses incurred for any appellate or bankruptcy proceedings.

31. **PUBLIC RECORD LAWS**

(a) The Contractor acknowledges the County's obligations under Article I, Section 24, of the Florida Constitution and under Chapter 119, Florida Statutes, to release public records to members of the public upon request and comply in the handling of the materials created under this Agreement. The Contractor further acknowledges that the constitutional and statutory provisions control over the terms of this Agreement. In association with its performance pursuant to this Agreement, the Contractor shall not release or otherwise disclose the content of any documents or information that is specifically exempt from disclosure pursuant to all applicable laws.

(b) Without in any manner limiting the generality of the foregoing, to the extent applicable, the Contractor acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:

(1) keep and maintain public records required by the County to perform the services required under this Agreement;

(2) upon request from the County's Custodian of Public Records or his/her designee, 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 provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

(3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if the Contractor does not transfer the records to the County; and

(4) upon completion of this Agreement, transfer, at no cost, to the County all public records in possession of the Contractor or keep and maintain public records required by the County to perform the service. If the Contractor transfers all public records to the County upon completion of this Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Agreement, the Contractor 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 information technology systems of the County.

(c) **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE**

CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE COUNTY'S CUSTODIAN OF PUBLIC RECORDS AT:

RECORDS MANAGEMENT LIAISON OFFICER

POLK COUNTY

330 WEST CHURCH ST.

BARTOW, FL 33830

TELEPHONE: (863) 534-7670

EMAIL: RMLO@POLKFL.GOV

32. **SCRUTINIZED COMPANIES AND BUSINESS OPERATIONS CERTIFICATION; TERMINATION.**

A. Certification(s).
(i) By its execution of this Agreement, the Vendor hereby certifies to the County that the Vendor is not on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, nor is the Vendor engaged in a boycott of Israel, nor was the Vendor on such List or engaged in such a boycott at the time it submitted its bid, proposal, quote, or other form of offer, as applicable, to the County with respect to this Agreement.
(ii) Additionally, if the value of the goods or services acquired under this Agreement are greater than or equal to One Million Dollars ($1,000,000), then the Vendor further certifies to the County as follows:

(a) the Vendor is not on the Scrutinized Companies with Activities in Sudan List, created pursuant to Section 215.473, Florida Statutes; and

(b) the Vendor is not on the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, created pursuant to Section 215.473, Florida Statutes; and

(c) the Vendor is not engaged in business operations (as that term is defined in Florida Statutes, Section 287.135) in Cuba or Syria; and

(d) the Vendor was not on any of the Lists referenced in this subsection A(ii), nor engaged in business operations in Cuba or Syria when it submitted its proposal to the County concerning the subject of this Agreement.

(iii) The Vendor hereby acknowledges that it is fully aware of the penalties that may be imposed upon the Vendor for submitting a false certification to the County regarding the foregoing matters.

B. Termination. In addition to any other termination rights stated herein, the County may immediately terminate this Agreement upon the occurrence of any of the following events:

(i) The Vendor is found to have submitted a false certification to the County with respect to any of the matters set forth in subsection A(i) above, or the

Vendor is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

(ii) The Vendor is found to have submitted a false certification to the County with respect to any of the matters set forth in subsection A(ii) above, or the Vendor is found to have been placed on the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or has been engaged in business operations in Cuba or Syria, and the value of the goods or services acquired under this Agreement are greater than or equal to One Million Dollars ($1,000,000).

33. **UNCONTROLLABLE FORCES (FORCE MAJEURE)**: Either party hereunder may be temporarily excused from performance if an Event of Force Majeure directly or indirectly causes its nonperformance. An “Event of Force Majeure” is defined as any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions. Neither party shall be excused from performance if non-performance is due to forces which are reasonably preventable, removable, or remediable and which the non-performing party could have, with the exercise of reasonable diligence, prevented, removed, or remedied prior to, during, or immediately after their occurrence. Within five (5) days after the occurrence of an Event of Force Majeure, the non-performing party shall deliver written notice to the other party describing the event in reasonably sufficient detail, along with proof of how the event has precluded the non-performing party from performing its obligations hereunder, and a good faith estimate as to the anticipated duration of the delay and the means and methods for correcting the delay. The non-performing party’s obligations, so far as those obligations are affected by the Event of Force Majeure, shall be temporarily suspended during, but no longer than, the continuance of the Event of Force Majeure and for a reasonable time thereafter as may be required for the non-performing party to return to normal business operations. If excused from performing any obligations under this Agreement due to the occurrence of an Event of Force Majeure, the non-performing party shall promptly, diligently, and in good faith take all reasonable action required for it to be able to commence or resume performance of its obligations under this Agreement. During any such time period, the non-performing party shall keep the other party duly notified of all such actions required for it to be able to commence or resume performance of its obligations under this Agreement.

34. **NO CONSTRUCTION AGAINST DRAFTER**. The Parties acknowledge that this Agreement and all the terms and conditions contained herein have been fully reviewed and negotiated by the Parties. Accordingly, any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement

34. **Prohibition Against Considering Vendor Interests:** In accordance with Section 287.05701, Florida Statutes, the County may not (i) request documentation of or consider a Vendor’s social, political, or ideological interests when determining if the Vendor is a responsible vendor; or (ii) give preference to a Vendor based on the Vendor’s social, political, or ideological interests.

SPECIFICATIONS

1. The Contractor shall begin work after Notice to Commence Services has been issued by the Procurement Division. Work shall only be authorized Monday through Friday between the hours of 7:00 a.m. and 5:00 p.m., excluding County holidays. If the Contractor desires to work outside of the regular hours, a request must be made 48 hours prior to the planned work. The Contractor shall have twenty (20) business days from the date Notice to Commence Services is issued to complete the demolition (Completion Date). All paperwork noted as a part of the Closure Package must be submitted no later than five (5) business days of the Completion Date stated in the Notice to Commence Services.
2. The Contractor must notify Polk County via email with the specific start day.
3. Demolition services must be provided utilizing the “wet demo” method regardless of the presence of hazardous material. If asbestos material is present, a State licensed Asbestos Contractor must perform the work in accordance with established guidelines for the type of material present. **Removal of asbestos containing material must be performed by the Prime Contractor only. This work will not be subcontracted out.**
4. Should asbestos be found during demolition when (i) the asbestos survey, if performed, indicates no asbestos is present within the structure, or (ii) an asbestos survey was not required or performed in accordance with applicable federal and state rules and regulations, the Contractor **MUST** immediately stop work and report the finding to the County and this demolition quote shall terminate. The Contractor shall be paid for all work completed prior to the discovery of asbestos. The County shall issue a new demolition quote solicitation to complete the demolition which shall indicate that asbestos material is present within the structure.
5. The Contractor shall be required to submit copies of all DEP Notices for asbestos abatement and demolition activity. Work dates on the notices must reflect actual work dates for in progress inspections. Any changes to notices must be sent in writing to the DEP and the County before work for <u>that specific</u> notice commences.
6. The Contractor shall remove all debris, trash, man-made items, or building material from site. All utility poles, unless they are marked that they are owned by a utility company; or located in a right-of-way, must be removed. All man-made items should be removed at the completion of the demolition.
7. The Contractor is responsible for observing all federal, state, and county environmental regulations associated with the structure(s) being demolished and cleared from the site.
8. The Contractor must pull all necessary permits for the demolition of the structure(s). As of August 25, 2006, demolition permits are also required for mobile homes. Final closed permits must be submitted as part of the Closure Package described in Instructions, Item 20.
9. The Contractor is responsible for utility disconnects. All underground plumbing must be removed. The Contractor shall contact the appropriate power company so that they may disconnect the power source.

10. Septic tanks, lift stations, and raised drain fields shall be removed: If there is a septic tank on premises, the Contractor shall submit a copy of their Septic System Abandonment Permit and the Completion Form that is signed by a Health Department official as instructed on the Checklist with their Closure Package. Chapter 64E-6.011 and 64E-6.019 of the Florida Administrative Code sets the rules for the proper procedure of abandonment of septic tanks.
11. Unless otherwise specified, the Contractor shall remove all structures on the property. This includes the primary structure and secondary structures, such as sheds, garages, doghouses, etc. Any questions regarding structures to be demolished and removed must be addressed prior to the Quote Receiving date and time.
12. The Contractor shall remove all slabs, underground plumbing, pillars and/or footers associated with the structure to be demolished.
13. The Contractor shall remove all fences, except those which divide the property from an adjoining property.
14. Taggable items (such as cars, boats, car trailers, etc.) are not to be removed unless otherwise specified.
15. The Contractor MUST use authorized landfills with scales only in disposing of construction materials associated with the demolition process. Load weight must be printed on scaled landfill ticket. No materials may be buried on site. Should this be found, the Contractor will be subject to suspension as outlined in this solicitation and the Procurement Procedures. Scaled landfill tickets must include the project address and the name of Contractor/Hauler.
16. Unless otherwise noted, the site should be brought to a raked site basis. This shall include bringing in “clean” fill dirt (i.e., no organic matter, debris or large rocks), if necessary. Also, the Contractor shall use fill dirt to level any ruts or machine cuts.
17. All abatements and special considerations associated with the demolition are the responsibility of the Contractor.
18. No area shall remain that retains or detains water at the close of the project.
19. It is the responsibility for the Contractor to dispose of all household hazardous waste, including but not limited to paint, paint cans, and recyclables at an authorized landfill and submit authorized landfill receipts. Contractors should include the disposal costs in their quote. Scaled landfill tickets with the actual cost from an authorized landfill must be submitted within the Contractor’s Closure Package. Labor for removal of household hazardous waste should also be included in the quote and will not be allowed as an additional charge.
20. Tires must be taken to an authorized tire disposal site. Contractors should incorporate tires into quote price. This cost will NOT be reimbursed via separate invoice on this demolition. The contractor must include landfill tickets for the tires with request for payment before payment for demolition will be rendered.
21. The Certificate of Completion is to be executed when the scope of work is complete, all permits have been inspected and finalized by the respective agencies that issued the permits, all Subcontractors have been paid, and unconditional lien releases(s)

have been obtained. This shall be the final action required of the Contractor prior to assembly of the Closure Package for submittal to the County.

22. Contractors should not assume that items located on the property while submitting a quote will remain on the property at the time of demolition. The County may not own the property(ies) being demolished; therefore the property owner may remove items from their property at any time prior to the demolition.

23. If the project site is left unattended, it is the responsibility of the Contractor to secure the site before leaving. This includes, but is not limited to, energized power lines, covering open pools, septic tanks, and holes from excavation.

24. The Contractor MUST contact the Real Estate Services Division to request an inspection after the demolition project has been completed. Multiple inspections by County personnel after completion deadline may subject the Contractor to suspension as outlined within this document and the Procurement Procedures.

    Items that must be included within the Closure Package:

    - Final Invoice (original)
    - Certificate of Completion (original)
    - Checklist (from quote document)
    - Final closed permits noted under Section 3., Submittal Requirements After Demolition
        - Final Building Permit
        - Tire invoices showing disposal at authorized tire disposal site.
        - Household hazardous waste (i.e., paints, insecticides) invoice showing disposal at authorized disposal site.

    - Scaled Landfill tickets. Tickets must be completely filled out and include property address. (original)
    - Final Unconditional Release of Lien from all Subcontractor(s) (original)

25. Contractors shall **NOT** send individual items to the User Division. **ALL** items listed above **MUST** be submitted together, not later than five (5) business days of the Completion Date noted in the Notice to Commence Services. Failure to follow these instructions may subject the Contractor to suspension as outlined within this document and the Procurement Procedures.

QUOTE SHEET
(SUBMITTAL PAGE)

Quotation Price for demolition services $_____

Are Subcontractors being used in the performance of this demolition? (Mark only one)
[ ] Yes [ ] No

Name of Subcontractor(s):_____
_____

Work being performed by Subcontractor(s):_____
(List ALL subcontractors. Attach additional sheets if needed)

Firm Name: _____

Authorized Signature_____

Printed Name & Title of Authorized Signer: _____

P.O. Box/Street Address: _____

City, State and Zip Code: _____

Telephone Number: _____ E-Mail Address: _____

FL Asbestos Contractor License # (CJC) _____

RETURN ALL QUOTES TO PROCUREMENT VIA MAIL, FAX OR EMAIL:
Polk County Procurement Division
330 West Church Street, Room 150
Bartow, FL 33830
(863)534-6757
Fax: (863)534-6789
Email: procurement@polkfl.gov

THE FOLLOWING SECTION SHOULD BE COMPLETED BY ALL BIDDERS:
(SUBMITTAL PAGE)

Company Name:_____

DBA/Fictitious Name (if applicable):_____

NOTE: COMPANY NAME MUST MATCH LEGAL NAME ASSIGNED TO TIN NUMBER. CURRENT W9 SHOULD BE SUBMITTED WITH BID.

TIN #:_____

_____
(Street No or PO Box Number) (Street Name)
(City)

_____
_____
(County) (State) (Zip Code)

Contact Person:_____

Phone Number:_____

Cell Phone Number:_____

Email Address:_____

Type of Organization:

_____ Sole Proprietorship _____ Partnership _____ Non-Profit _____ Sub-Chapter

_____Joint Venture _____ Corporation _____ LLC _____ LLP

_____ Publicly Traded _____ Employee Owned

State of Incorporation_____

The Successful vendor must complete and submit this section prior to award. The Successful vendor must invoice using the company name listed above.

ADDRESS: 3150 / 3200 Pollard Road, Winter Haven, FL 33880

TAX ID #: 262916-000000-021020, 262916-000000-021040

OWNER: Polk County

Directions: From Bartow: Take State Road 60, East for approximately 6.9 miles to Rifle Range Road. Turn Left onto Rifle Range Road for approximately 3.5 miles to Eagle Lake Loop Road. Turn right onto Eagle Lake Loop Road for approximately 1 mile to Pollard Road. Turn right onto Pollard Road for approximately 0.6 miles. The address will be on the right.

Structure Descriptions:

1) Demo IN PLACE Approximate 1771 sq. ft. – 1950 Single Family Residence.
2) Demo IN PLACE Approximate 1216 sq. ft. – 1997 Mobile Home.
3) Demo IN PLACE Approximate 1200 sq. ft. – 1974 Single Family Residence.
4) Remove Metal Sheds/Ancillary Buildings/Above Ground Pool/Deck.
5) Remove All Concrete on the Property.
6) Leave all Perimeter Fence.
7) LEAVE WELLS IN PLACE.
8) Do Not Crush Septic Tanks. Pump Out and Remove Septic Tanks and Drain Fields in accordance with Florida Administrative Code Chapter 64E-6.011 and 64E-6.019.
9) Include a photo of the removed septic tanks on the transport to the dump site or shown out of the ground.
10) Remove all Debris. Fill Level and Rake upon Completion.

Description: South 1/2 of Northeast 1/4 of Southeast 1/4, Section 16, Township 29 South, Range 26 East, Polk County, Florida

Utilities: Demo Contractor is responsible for all disconnects and permits with any and all utilities, municipalities, etc. Electricity must be disconnected from the structure prior to start. Must have required permit(s) prior to start.

PLEASE NOTE: The County has requested that Tampa Electric remove the meters and disconnect service to the property. However, it is still the Contractor's responsibility to verity the disconnect.

Demolition: Demolition in place – Structures as described above and removal of all debris. Demolition services must be provided utilizing the "wet demo" method regardless of the presence of hazardous material. Must demo per NESHAP Recommendations, asbestos survey available upon request. If asbestos material is present, a State licensed Asbestos Contractor must perform the work in accordance with established guidelines for the type of material present.

NOTES:
Incorporate tires and/or any chemicals into quote price. This cost will NOT be reimbursed via separate invoice on this demolition. The contractor must include landfill tickets for the tires and/or chemicals with request for payment before payment for demolition will be rendered.

Do Not Crush Septic Tank. Pump Out and Remove Septic Tank and Drain Field in accordance with Florida Administrative Code Chapter 64E-6.011 and 64E-6.019. Include a photo of the removed tank on the transport to the dump site and copy of Septic System Abandonment Permit and Completion Form signed by a Health Department Official for verification of removal, when submitting Close Out Package/Checklist.

Fill all areas as needed, level and rake.

NOTICE: If there is a well, do NOT remove or do anything to it. Do not include well abandonment in the demolition quote. The well is to remain, and the abandonment will be performed by others.

Structure:

_____ does not contain asbestos (see attached Asbestos Survey)

__**X**__ does contain asbestos (see attached Asbestos Survey)

_____ an asbestos survey was not required or performed on the property in accordance with applicable state and federal rules and regulations.

Exception(s): Do not include well abandonment in the demolition quote. The well is to remain and the abandonment will be performed by others.

Pictures:

POLK

If submitting a "NO QUOTE", Bidder shall return this form to The Polk County Board of County Commissioners Procurement Division, ATTN: Divina Arroyo, 330 West Church Street, Room 150, Bartow, Florida 33830; or via fax to (863) 534-6789.

We have declined to bid on the above-mentioned quote for the following reasons:

_____Specifications too "restrictive".

_____Do not offer this product/service.

_____Unable to meet specifications.

_____Specifications unclear.

_____Insufficient time to respond.

_____Our schedule would not permit us to perform.

_____Unable to meet insurance requirements.

_____Other (please specify below).

_____

We understand that if the "No Quote" form is not executed and returned, our name may be deleted from the list of qualified bidders for the County for further demolition projects.

Signature	Company
Typed Name and Title	Address
Telephone Number	City, State, Zip Code
E-Mail Address	Date

SAFETY REQUIREMENTS/REGULATIONS FORM (SUBMITTAL PAGE)

Bidder must sign and have notarized:

The undersigned bidder hereby certifies that they fully understand the safety requirements/regulation provisions and will comply.

Dated this _____ day of _____, 20__

Name of Firm_____

By_____

_____
Title of Person Signing (SEAL)

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐online notarization, this _____ day of _____, 202__, by _____(*name*) as _____ (*title of officer*) of _____ (*entity name*), on behalf of the company, who ☐ is personally known to me or ☐ has produced _____ as identification.

Notary Public Signature: _____

Printed Name of Notary Public: _____

Notary Commission Number and Expiration: _____

(AFFIX NOTARY SEAL)

Drug-Free Workplace Form

(Submittal Page)

The undersigned vendor in accordance with Florida Statue 287.087 hereby certifies that, (Name of the Business): _____ does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation programs, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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

Vendor Signature: _____

Date: _____

INSURANCE REQUIREMENTS

An original certificate of insurance must meet the following requirements:

1. Worker's Compensation Insurance providing statutory benefits, including those that may be required by any applicable federal statute. Any sole proprietor or partner actively engaged in the construction industry and any corporate officer of a construction or non-construction industry corporation who elects to be exempt from the provisions of the worker's compensation law must provide either a worker's compensation exemption certificate (construction industry) or a letter stating the exemption status and number of employees (non-construction).

Admitted in Florida	Yes
Employer's Liability	$100,000
All States Endorsement	Statutory
Voluntary Compensation	Statutory

Worker's Compensation policy will contain waiver of subrogation in favor of Polk County.

2. All contractors are required to provide the County with one original certificate of insurance, which must include the following information:

a. Worker's Compensation Insurance providing statutory benefits, including those that may be required by any applicable federal statute. Any sole proprietor or partner actively engaged in the construction industry and any corporate officer of a construction or non-construction industry corporation who elects to be exempt from the provisions of the Worker's Compensation exemption certificate (construction industry) or a letter stating the exemption status and number of employees (non-construction industry).

b. Commercial General Liability Insurance, including County and Contractor Protective, Contractual, Products and Completed Operations Liability coverage on an occurrence Broad form policy in limits not less than those listed and deductible amount not to exceed $25,000. XCU Property Damage exclusion must be removed from the policy.

Each Occurrence:	$1,000,000
Completed Operation	$1,000,000
Pollution Liability	$1,000,000

c. Automobile Liability Insurance. Coverage shall be maintained by the Contractor as to the ownership, maintenance, and use of all of its owned, non-owned, leased or hired vehicles with limits of not less than:

Bodily Injury & Property Damage Liability	$1,000,000

Combined Single Limit Each Accident

d. Pollution Liability is required for all contractors that perform demolitions involving asbestos. This coverage will be requested upon the initial award of a project that contains asbestos material.

3. Polk County is to be named as an additional insured on both the General Liability Policy and the Automobile Liability Policy as follows: "Polk County, a political subdivision of the State of Florida, is named as additional insured with respect to liability arising from any demolition quote for Automobile and General Liability policies of insurance. All policies (except auto) contain a waiver of subrogation in favor of Polk County." All insurance coverage shall be written with a firm having an A.M. Best Rating of at least the "A" category and financial size category of VIII.

The Certificate Holder must be stated as:

Polk County, a political subdivision of the State of Florida
PO Box 9005, Drawer AS05
Bartow, Florida 33831-9005

The County must be an additional named insured in regards to General and Automobile Liability. Coverage must be provided by an insurer licensed to do business in the State of Florida and must be rated "A VIII" or better by A.M. Best Rating Company for Class VIII financial size category. Waiver of subrogation in favor of Polk County is required for General Liability and Worker's Compensation coverages.

Notation on the certificate reflecting the additional insured status and the waiver of subrogation or copies of the endorsements must be provided to verify requirements. "All work performed for Polk County" must be noted on the certificate.

The acceptable form of the certificate of insurance shall be the industry standard ACORD certificate.

Affidavit Certification Immigration Laws

POLK COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY CONTRACTOR WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 A(E) {SECTION 274A(E) OF THE IMMIGRATION AND NATIONALITY ACT ("INA")}.

POLK COUNTY MAY CONSIDER THE EMPLOYMENT BY ANY CONTRACTOR OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(E) OF THE INA. **SUCH VIOLATION OF THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN 274A(E) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY POLK COUNTY.**

BIDDER ATTEST THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: _____

Signature: _____

Title: _____

Date: _____

State of: _____

County of: _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐online notarization, this _____ day of _____, 202__, by _____(*name*) as _____ (*title of officer*) of _____ (*entity name*), on behalf of the company, who ☐ is personally known to me or ☐ has produced _____ as identification.

Notary Public Signature: _____

Printed Name of Notary Public: _____

Notary Commission Number and Expiration: _____

(AFFIX NOTARY SEAL)

EMPLOYMENT ELIGIBILITY VERIFICATION (E-VERIFY) CERTIFICATION
(Florida Statutes, Section 448.095)

PROJECT NAME:_____

The undersigned, as an authorized officer of the contractor identified below (the "**Contractor**"), having full knowledge of the statements contained herein, hereby certifies to Polk County, a political subdivision of the State of Florida (the "**County**"), by and on behalf of the Contractor in accordance with the requirements of Section 448.095, Florida Statutes, as related to the contract entered into by and between the Contractor and the County on or about the date hereof, whereby the Contractor will provide labor, supplies, or services to the County in exchange for salary, wages, or other remuneration (the "**Contract**"), as follows:

1. Unless otherwise defined herein, terms used in this Certification which are defined in Section 448.095, Florida Statutes, as may be amended from time to time, shall have the meaning ascribed in said statute.

2. Pursuant to Section 448.095(5), Florida Statutes, the Contractor, and any subcontractor under the Contract, must register with and use the E-Verify system to verify the work authorization status of all new employees of the Contractor or subcontractor. The Contractor acknowledges and agrees that (i) the County and the Contractor may not enter into the Contract, and the Contractor may not enter into any subcontracts thereunder, unless each party to the Contract, and each party to any subcontracts thereunder, registers with and uses the E-Verify system; and (ii) use of the U.S. Department of Homeland Security's E-Verify System and compliance with all other terms of this Certification and Section 448.095, Fla. Stat., is an express condition of the Contract, and the County may treat a failure to comply as a material breach of the Contract.

3. By entering into the Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the Contract. Failure to comply will lead to termination of the Contract, or if a subcontractor knowingly violates the statute or Section 448.09(1), Fla. Stat., the subcontract must be terminated immediately. If the Contract is terminated pursuant to Section 448.095, Fla. Stat., such termination is not a breach of contract and may not be considered as such. Any challenge to termination under this provision must be filed in the Tenth Judicial Circuit Court of Florida no later than 20 calendar days after the date of termination. If the Contract is terminated for a violation of Section 448.095, Fla. Stat., by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination. The Contractor shall be liable for any additional costs incurred by the County as a result of the termination of the Contract. Nothing in this Certification shall be construed to allow intentional discrimination of any class protected by law.

Executed this _____ day of _____, 202__.

ATTEST:	**CONTRACTOR:**
By: _____	By: _____
PRINTED NAME: _____	PRINTED NAME: _____
Its: _____	Its: _____

CHECKLISTS

SECTION 1. SUBMITTAL REQUIREMENTS BEFORE DEMOLITION STARTS

____ **10-Day DEP Notice for Demolition Activities** (Must indicate Wet Demo) Suggested submittal within 8 calendar days from Notice to Proceed.
____ **10-Day DEP Notice for Asbestos Abatement** (If Survey Determines Asbestos Containing Materials) Suggested submittal within 3 calendar days from Notice to Proceed.
____ **Scaled Landfill Tickets for Asbestos Abatement** (Must Use a Class 1 Landfill) **Scan and email before demo starts**
____ **Notify Polk County of Demolition Start Date** Via Email at heatherfuentes@polkfl.gov. Suggested submittal within 10 Calendar days from Notice to Commence Services.

SECTION 2. PROJECT SITE POSTING REQUIREMENTS

____ **10-Day NESHAP Notice** (Demo and Abatement if applicable)
____ **Abatement Company Asbestos Certification** (If applicable)
____ **Building Permits**
____ **Copy of Asbestos Survey or Building Official Letter**

SECTION 3. SUBMITTAL REQUIREMENTS AFTER DEMOLITION IS COMPLETED

(ALL ITEMS NOTED BELOW MUST BE SUBMITTED TOGETHER AT ONE TIME AS A PACKAGE AND WITHIN 5 BUSINESS DAYS AFTER THE COMPLETION DATE LISTED IN THE NOTICE TO COMMENCE SERVICES)

____ **Original Invoice and Certificate of Completion**
____ **Scaled Landfill Tickets for C&D Material**
____ **Original Landfill Tickets for Hazardous Materials or Tires** (If applicable)
____ **FINAL Septic Tank Abandonment Permit (or Completion Form), if applicable.** (Or letter why tank was not abandoned. Letter must be on company letterhead and signed by someone with signature authority for the company). Permit must be signed by an official with authority to close permit.
____ **FINAL Building Permit for Demolition** Permit must be signed by an official with authority to close permit.
____ **Unconditional Release of Lien from All Subcontractors (originals)** If, the subcontractor listed is not used a letter on company letterhead signed by someone with signature authority must be submitted for the company used (if any).
____ **Final Picture of Site**

CERTIFICATE OF COMPLETION

DQ Number: 27-012 Case Number: N/A

Completion Date: _____ Notice to Proceed Date: _____

Address: 3150 – 3200 Pollard Road, Winter Haven, FL 33880 (Residential)

The Work to which this certificate applies has been inspected by the authorized representatives of the County and the permitting agencies and the Contractor; and that Work is hereby declared to be complete in accordance with the scope of work contained within the demolition quote package. This Certificate of Completion applies to all Work under the awarded demolition.

Contractor:_____

By: _____
(Authorized Signature)

_____
(Typed Name & Title)

Date:_____

County Division:_____
(Authorized Signature)

_____
(Typed Name & Title)

Date: _____