

REQUEST FOR PROPOSALS

Notice is hereby given that the Board of County Commissioners of Sumter County, Florida, will be receiving proposals for the following:

"SUMTER COUNTY VENDING MACHINES FOR SELECT COUNTY BUILDINGS"

Detailed proposals are available upon request by calling (352) 569-6067, or by coming to the County Commissioners Office, Budget & Purchasing Department, Room 220, Sumter County Government Offices, 910 North Main Street, Bushnell, Florida, or by contacting Demand Star at 1-800-711-1712 or www.DemandStar.com.

All inquiries and questions regarding this RFP must be made only to the contact identified below and shall be made in writing by fax, e-mail, or mail:
Amanda Taylor, Budget & Purchasing Coordinator
Mailing Address: 910 N. Main Street, Suite 220
Bushnell, FL 33513
E-mail: Amanda.Taylor@sumtercountyfl.gov
Fax: (352) 793-0207

The deadline for submission of questions relating to the RFP shall be August 16, 2010 at 5:00 PM. Proposals must be received by the County no later than 2:00pm, August 30, 2010. Proposals will be opened at 2:05pm on August 30, 2010 in Room 142 at the Government Offices, 910 North Main Street, Bushnell, FL 33513. Late submittals will be rejected and returned unopened to the Proposer. Proposals must be firmly sealed in packaging that is clearly marked on the outside: "Board of Sumter County Commissioners Vending Machines for Select County Building RFP 165-0-2010/AT". Sealed Proposals must be mailed or delivered to Mrs. Amanda Taylor at the above listed address.

Upon submission, all Proposals become the property of the County, who has the right to use any or all ideas presented in any Proposal submitted in response to this RFP, whether or not the Proposal is accepted.

**BOARD OF COUNTY COMMISSIONERS
SUMTER COUNTY, FLORIDA**

#248127 July 30, 2010

RFP 165-0-2010/AT Vending Machines for Various County Buildings Bid Opening Meeting held on 8/30/2010 at 2:00pm. Proposals were opened at 2:05pm in Room 142 at the Government Offices, 910 North Main Street, Bushnell, FL 33513.

Two "No Proposals" were received.

Two proposals were received as follows: Baker & Baker and FAJA Vending. Various commission rates were listed by each vendor.

The meeting adjourned at 2:20pm.

RFP 165-0-2010/AT Vending Machines for Various County Buildings – Selection Committee Meeting was held on 9/7/2010 at 10am in Room 203 of the Government Offices located at 910 North Main Street, Bushnell, FL 33513.

Amanda Taylor, Tina Chavez, Richard Cobb, Pamela Webb and Art Bisner were present representing county staff.

Amanda stated if a consensus was reached by the Selection Committee their recommendation would be taken to the Sumter County Board of County Commissioners on 9-14-2010.

Amanda turned the meeting over to the committee.

Pamela stated neither company met the insurance requirements; however, Baker & Baker stated in their bid that if they were selected they would take proper actions to meet the requirements stated within the RFP bid document.

The Selection Committee discussed the two companies in reference to their work experience, their current contracts, completeness / non-completeness of each proposal and their average commission rates. The Selection Committee then scored the two proposals as follows: Baker & Baker – 10.25; FAJA Vending – 9.975. The recommendation to the Sumter County Board of County Commissioners will be to Baker & Baker.

The meeting adjourned at 10:25am.

Baker & Baker

<u>Machine Type</u>	<u>Price</u>	<u>Commission Rates</u>
<u>Cold Drink Machine</u>		
Carbonated Can Soda 12 oz	75¢	5% ↓
Carbonated Bottle Soda 20 oz.	1.50	
Non Carbonated Fruit Drinks 12oz.	85	
Non Carbonated Fruit Drinks 20oz.	1.50	
Non Carbonated Fitness Water 12 oz.	1.00	
Non Carbonated Fitness Water 20oz.	1.50	
Powerade 20 oz.	1.50	
Energy Drink 16oz.	2.50	
Can Juice 11.5oz.	85¢	
Bottle Juice 16 oz.	1.50	
Water 10oz. <i>or 16oz</i>	1.00	
Water 20oz.	1.50	
<u>Snack Machines</u>		
Chips	65¢	3% ↓
Crackers	60¢	
Candy	1.00	
Pastry	1.00	
Popcorn	85¢	
Gum	75¢	
Mints	75¢	
Large Size Chips	1.00	
Chex Mix	85¢	
Pretzels	65¢	
Peanuts	85¢	
<u>Cold Food Machine</u>		
Apple	1.00	0% ↓
Orange	1.00	
Banana	1.00	
Sandwiches	2.50 - 3.50	
Tuna Salad	2.50	
Chicken Salad	2.50	
Other: Sausage Biscuit	1.75	
Hot Packets	1.75	
<u>Other Nutritional Foods (specify cold or snack)</u>		
Yogurt	1.50	0% ↓
Can Fruits	1.50	
Pudding	1.50	
Nutri-Grain Cereal Bars	85 1.25	
Fruit Snacks	1.00	
Granola Bars	85¢	
<u>You can expand this list for additional items not shown but do not delete any items. If you do not provide a specific item that is on the list please leave that area blank.</u>		

FAJA Vending

<u>Machine Type</u>	<u>Price</u>	<u>Commission Rates</u>
	\$	%
<u>Cold Drink Machine</u>		
Carbonated Can Soda 12 oz	.75	10
Carbonated Bottle Soda 20 oz.	1.50	10
Non Carbonated Fruit Drinks 12oz.	1.00	10
Non Carbonated Fruit Drinks 20oz.	1.50	10
Non Carbonated Fitness Water 12 oz.	1.00	10
Non Carbonated Fitness Water 20oz.	1.50	10
Powerade 20 oz.	1.75	10
Energy Drink 16oz.	3.00	10
Can Juice 11.5oz.	1.25	10
Bottle Juice 16 oz.	2.00	10
Water 10oz.	.75	10
Water 20oz.	1.50	10
<u>Snack Machines</u>		
Chips	.65	3
Crackers	.65	3
Candy	.90	3
Pastry	.85	3
Popcorn	.65	3
Gum	.65	3
Mints	.75	3
Large Size Chips	1.00	3
Chex Mix	.65	3
Pretzels	.65	3
Peanuts	.85	3
<u>Cold Food Machine</u>		
Apple	1.00	0
Orange	1.00	0
Banana	1.00	0
Sandwiches	3.00	5
Tuna Salad	3.00	5
Chicken Salad	3.00	5
Other: Sausage Biscuit	3.00	5
Hot Packets	3.00	5
<u>Other Nutritional Foods (specify cold or snack)</u>		
Yogurt		
Can Fruits		
Pudding		
Nutri-Grain Cereal Bars	.75	3
Fruit Snacks	.75	3
Granola Bars	.75	3
<u>You can expand this list for additional items not shown but do not delete any items. If you do not provide a specific item that is on the list please leave that area blank.</u>		

RFP 165 Vending Machine Scores

	FAJA	Baker & Baker
Pamela	3.5	3.35
Art	3.65	3.2
Richard	2.825	3.7
TOTALS	9.975	10.25

PART 2 EVALUATION AND AWARD

PROPOSAL EVALUATION

This Request for Proposal includes following all the procedures in this document and sending the sealed proposal information to the Sumter County BOCC by the due date and time. Once proposals are received, the Selection Committee members will independently review each submittal and score each proposal based on the evaluation criteria. All proposals received in accordance with this Request for Proposals will be evaluated using the following criteria.

	Score	X Weight	= Rating
1. Contractor's Experience and Personnel / References	3	.35	1.05
2. Completeness of Proposal	4	.15	.60
3. Selection and Price	4	.50	2.
			3.65

SCORE:

0 = Non-Responsive

1 = Poor

2 = Fair

3 = Average (Included only minimum of what was asked for on subject criteria)

4 = Good

5 = Excellent

Do not attempt to contact any Selection Committee Member, staff member or person other than Mrs. Amanda Taylor for questions relating to this project. Anyone attempting to contact Sumter County BOCC representatives may be disqualified. The Selection Committee Members shall be Richard Cobb, Maintenance Supervisor; Art Bisner, Budget & Purchasing Manager and Pamela Webb, Risk Management Specialist.

Recommendation of award will be sent to all submitting vendors. The award will be based on the proposal that is most advantageous to the Sumter County. All Selection Committee recommendations are subject to Board approval.

The Selection Committee will meet to evaluate proposals in Room 142 on September 7, 2010 at 10:00am at the Sumter County Government Office located at 910 North Main Street, Bushnell, Florida, 33513.

PROPOSAL AWARD

Submitters and vendors registered through www.demandstar.com will have access to award documents via the website. All others wishing to receive an official tabulation of the results of the opening of this Proposal are to submit a self-addressed, stamped business size (No. 10) envelope. Proposal results requested by telephone, fax or electronic media will not be accepted.

**PART 2
EVALUATION AND AWARD**

PROPOSAL EVALUATION

This Request for Proposal includes following all the procedures in this document and sending the sealed proposal information to the Sumter County BOCC by the due date and time. Once proposals are received, the Selection Committee members will independently review each submittal and score each proposal based on the evaluation criteria. All proposals received in accordance with this Request for Proposals will be evaluated using the following criteria.

	Score	X	Weight	=	Rating
1. Contractor's Experience and Personnel / References	<u>4</u>		<u>.35</u>		<u>1.4</u>
2. Completeness of Proposal	<u>2</u>		<u>.15</u>		<u>.3</u>
3. Selection and Price	<u>3</u>		<u>.50</u>		<u>1.5</u>
					<u>3.2</u>

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- 1 = Poor
- 2 = Fair
- 3 = Average (Included only minimum of what was asked for on subject criteria)
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- 5 = Excellent

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AMT 9-7-10

**PART 2
EVALUATION AND AWARD**

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	Score	X	Weight	=	Rating
1. Contractor's Experience and Personnel / References	<u>3</u>		<u>.35</u>		<u>1.05</u>
2. Completeness of Proposal	<u>2</u>		<u>.15</u>		<u>0.3</u>
3. Selection and Price	<u>4</u>		<u>.50</u>		<u>2.0</u>
					<u>3.35</u>

SCORE:

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1 = Poor

2 = Fair

3 = Average (Included only minimum of what was asked for on subject criteria)

4 = Good

5 = Excellent

Pamela Webb 9/7/10

* Vendor Chosen *

Faja

PART 2 EVALUATION AND AWARD

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	Score	X	Weight	=	Rating
1. Contractor's Experience and Personnel / References	<u>3</u>		<u>.35</u>		<u>1.05</u>
2. Completeness of Proposal	<u>3</u>		<u>.15</u>		<u>0.45</u>
3. Selection and Price	<u>4</u>		<u>.50</u>		<u>2.0</u>
					<u>3.5</u>

SCORE:

0 = Non-Responsive

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2 = Fair

3 = Average (Included only minimum of what was asked for on subject criteria)

4 = Good

5 = Excellent

Pamela Webb 9/7/10

COOB

FAJA

PART 2 EVALUATION AND AWARD

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	Score	X Weight	= Rating
1. Contractor's Experience and Personnel / References	<u>2.5</u>	<u>.35</u>	<u>.875</u>
2. Completeness of Proposal	<u>3</u>	<u>.15</u>	<u>.45</u>
3. Selection and Price	<u>3</u>	<u>.50</u>	<u>1.5</u>
			<u>2.825</u>

SCORE:

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1 = Poor

2 = Fair

3 = Average (Included only minimum of what was asked for on subject criteria)

4 = Good

5 = Excellent

1) 4 Years in Business Under
last owner service 6 years

Contracts 12k 10k 25k = 47k

(3) #46 Total - Items missing
5.58 AUG

MRB 7 SEP 10

COBVS

BAKER & BAKER

PART 2 EVALUATION AND AWARD

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	Score	X Weight	= Rating
1. Contractor's Experience and Personnel / References	<u>4</u>	<u>.35</u>	<u>1.4</u>
2. Completeness of Proposal	<u>2</u>	<u>.15</u>	<u>.3</u>
3. Selection and Price	<u>4</u>	<u>.50</u>	<u>2</u>
			3.7 Total

SCORE:

0 = Non-Responsive

1 = Poor

2 = Fair

3 = Average (Included only minimum of what was asked for on subject criteria)

4 = Good

5 = Excellent

1) 10 years in business

Route Exp 10 years

Contracts 60K 10K = 70K
(county)

(2) D.d not provide copies as asked.

(3) \$ 50.18 Total - ALL included

2.44% AVG

[Signature] 7 SEP 10

**PART 6 EXHIBITS
Exhibit A Proposal Form**

<u>Machine Type</u>	<u>Price</u>	<u>Commission Rates</u>
<u>Cold Drink Machine</u>		
Carbonated Can Soda 12 oz		
Carbonated Bottle Soda 20 oz.		
Non Carbonated Fruit Drinks 12oz.		
Non Carbonated Fruit Drinks 20oz.		
Non Carbonated Fitness Water 12 oz.		
Non Carbonated Fitness Water 20oz.		
PowerAde 20 oz.		
Energy Drink 16oz.		
Can Juice 11.5oz.		
Bottle Juice 16 oz.		
Water 10oz.		
Water 20oz.		
<u>Snack Machines</u>		
Chips		
Crackers		
Candy		
Pastry		
Popcorn		
Gum		
Mints		
Large Size Chips		
Chex Mix		
Pretzels		
Peanuts		
<u>Cold Food Machine</u>		
Apple		
Orange		
Banana		
Sandwiches		
Tuna Salad		
Chicken Salad		
Other: Sausage Biscuit		
Hot Pockets		
<u>Other Nutritional Foods</u> <u>(specify cold or snack)</u>		
Yogurt		
Can Fruits		
Pudding		
Nutri-Grain Cereal Bars		
Fruit Snacks		
Granola Bars		

SEE ATTACHMENT

Baker & Baker

<u>Machine Type</u>	<u>Price</u>	<u>Commission Rates</u>
<u>Cold Drink Machine</u>		
Carbonated Can Soda 12 oz	75¢	5% ↓
Carbonated Bottle Soda 20 oz.	1.50	
Non Carbonated Fruit Drinks 12oz.	85	
Non Carbonated Fruit Drinks 20oz.	1.50	
Non Carbonated Fitness Water 12 oz.	1.00	
Non Carbonated Fitness Water 20oz.	1.50	
Powerade 20 oz.	1.50	
Energy Drink 16oz.	2.50	
Can Juice 11.5oz.	85¢	
Bottle Juice 16 oz.	1.50	
Water 10oz. or 16oz	1.00	
Water 20oz.	1.50	
<u>Snack Machines</u>		
Chips	65¢	3% ↓
Crackers	60¢	
Candy	1.00	
Pastry	1.00	
Popcorn	85¢	
Gum	75¢	
Mints	75¢	
Large Size Chips	1.00	
Chex Mix	85¢	
Pretzels	65¢	
Peanuts	85¢	
<u>Cold Food Machine</u>		
Apple	1.00	0% ↓
Orange	1.00	
Banana	1.00	
Sandwiches	2.50 - 3.50	
Tuna Salad	2.50	
Chicken Salad	2.50	
Other: Sausage Biscuit	1.75	
Hot Packets	1.75	
<u>Other Nutritional Foods (specify cold or snack)</u>		
Yogurt	1.50	0% ↓
Can Fruits	1.50	
Pudding	1.50	
Nutri-Grain Cereal Bars	85¢ / 1.25	
Fruit Snacks	1.00	
Granola Bars	85¢	
<u>You can expand this list for additional items not shown but do not delete any items. If you do not provide a specific item that is on the list please leave that area blank.</u>		

PROPOSER'S CERTIFICATION

Submit To: Sumter County Board of County Commissioners 910 North Main Street Bushnell, Florida, 33513 Phone 352-793-0200 Fax 352-793.0207		SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS REQUEST FOR PROPOSAL (RFP) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT						
DUE DATE: August 30, 2010	DUE TIME: 2:00 PM	RFP # 165-0-2010/AT						
TITLE: Vending Machine Services for Select County Buildings								
VENDOR NAME: BAKER + BAKER VENDING INC		PHONE NUMBER: 727-423-5008						
VENDOR MAILING ADDRESS: P.O. BOX 17481		FAX NUMBER: 727-532-0554						
CITY/STATE/ZIP: CLEARWATER FL. 33762		E-MAIL ADDRESS:						
<p>"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFP and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for assessment of liquidated damages claims. I further certify that the services will meet or exceed the RFP requirements. I, the undersigned, declare that I have carefully examined the RFP, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFP with any other Offeror and have not colluded with any Offerors or parties to an RFP whatsoever for any fraudulent purpose."</p> <p>#1 <u>NOLOWA BARK</u> <u>MARUKENES</u></p> <table style="width:100%; border: none;"> <tr> <td style="border: none; width: 20%; text-align: center;">Addendum #</td> </tr> </table>				Addendum #	Addendum #	Addendum #	Addendum #	Addendum #
Addendum #	Addendum #	Addendum #	Addendum #	Addendum #				
<p>"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFP for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFP and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFP, including but not limited to certification requirements. In conducting offers with an agency for Sumter County Board of County Commissioners (BOCC), respondent agrees that if this proposal is accepted, the respondent will convey, sell, assign, or transfer to the Sumter County BOCC all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the COUNTY. At the Sumter County BOCC discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."</p> <table style="width:100%; border: none;"> <tr> <td style="border: none; width: 45%; text-align: center;"> <u>WILLIAM D. BAKER PRES</u> Authorized Agent Name, Title (Print) </td> <td style="border: none; width: 30%; text-align: center;"> <u>William D. Baker</u> Authorized Signature </td> <td style="border: none; width: 25%; text-align: center;"> <u>8-25-10</u> Date </td> </tr> </table>				<u>WILLIAM D. BAKER PRES</u> Authorized Agent Name, Title (Print)	<u>William D. Baker</u> Authorized Signature	<u>8-25-10</u> Date		
<u>WILLIAM D. BAKER PRES</u> Authorized Agent Name, Title (Print)	<u>William D. Baker</u> Authorized Signature	<u>8-25-10</u> Date						
<p><i>This form must be completed and returned with your Submittal</i></p>								

STATEMENT OF TERMS AND CONDITIONS

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

INDEMNIFICATION: The Contractor agrees to indemnify and hold harmless Board of Sumter County Commissioners, and their elected officials, employees and volunteers from and against all claims, losses and expenses, including legal costs, arising out of or resulting from, the performance of this contract, provided that any such claims, damage, loss of expenses is attributed to bodily injury, sickness, disease, personal injury or death, or to injury to or destruction of tangible properties including the loss or loss of use resulting therefrom and is caused in whole or in part by any negligent act or omission of the tenant.

PROHIBITION OF LOBBYING: During the black out period which is, the period between the time the submittals for Invitation to Bid or the Request for Proposal, or Qualifications, or information, as applicable, are received at Contracts / Purchasing and the time the Board awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the Board, or any Board employee other than the Budget & Purchasing Manager. Violation of this provision may result in disqualification of violating party. All questions regarding this Request for Proposal (RFP) or Invitation to Bid (IBID) must be submitted in writing to the Board's Budget & Purchasing Manager.

ANTI TRUST LAWS: By submission of a signed RFP or BID, the successful Vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. Vendors shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the Boards at the time of the RFP or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any vendor as to the meaning of the RFP/BID Contract Documents. Any inquiry or request for interpretation received by the Budget & Purchasing Manager before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Proposal/Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established RFP/BID opening date. Each Vendor shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the RFP/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/bidder to verify that he has received all addenda issued before RFP's/BID's are opened. In the case of unit price items, the quantities of work to be done and materials to be furnished under this RFP/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFP's/BID's received. The Board and/or its CONSULTANT do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposal/Bid Documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

GOVERNING LAWS AND REGULATIONS: The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: Vendors are hereby notified that all information submitted as part of, or in support of RFP's/BID's, will be available for public inspection ten days after opening of the RFP's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. Any person wishing to view the RFP's/BID's must make an appointment by calling the Budget & Purchasing Manager at (352) 793-0200. All RFP's/BID's submitted in response to this solicitation become the property of the Board. Unless information submitted is proprietary, copy written, trademarked, or patented, the Board reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFP/BID, in its best interest.

TAXES: The Board of Sumter County Commissioners is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFP/BID, all Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the work for which their RFP/BID has been submitted; or to refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFP/BID or of any other Bidder, or to fix any overhead, profit, or cost elements of the RFP/BID price or the RFP/BID price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

PROPOSER RESPONSIBILITY: Invitation by the Boards to vendors is based on the recipient's specific request and application to DemandStar by Onvia at www.DemandStar.com [(800) 711-1712] or as the result of response by the public to the legal advertisements required by State law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

OWNERSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFP/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the vendors will become the property of the Board. Reference to literature submitted with a previous RFP/BID will not relieve the Bidder from including any required documents with this RFP/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the CONTRACTOR will in no way relieve him of the obligations and responsibilities assumed under the Contract.

VENDOR RESPONSIBILITY: Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The Budget & Purchasing Manager will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate". The Drug Free Workplace Vendor shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

BOARD OF SUMTER COUNTY COMMISSIONERS, are political subdivisions of the State of Florida, and reserve the right to reject any and/or all submittals, reserve the right to waive any informalities or irregularities in the examination process, and reserve the right to award contracts and/or in the best interest of the Boards. Submittals not meeting stated minimum terms and qualifications may be rejected by the Boards as non-responsive. The Boards reserve the right to reject any or all submittals without cause. The Boards reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the Boards, or who has failed to perform faithfully any previous contract with the Boards or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFP/BID become public records subject to the provisions of Chapter 119, Florida Statutes.

VERIFICATION OF TIME: Nextel time is hereby established as the Official Time of the Boards.

PREPARATION OF PROPOSALS/BIDS:

Signature of the Bidder: The Bidder must sign the RFP/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as _____," must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFP/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFP/BID must be submitted. The Proposer/Bidder shall state in the RFP/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lump sum or unit price basis according to specifications on the RFP/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFP/BID FORM. In the event that there is a discrepancy on the RFP/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of this RFP/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFP identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFP/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

AWARD OF BID: It is the Boards' intent to select a vendor within sixty (60) calendar days of the deadline for receipt of Proposals/Bids. However, Proposals/Bids must be firm and valid for award for at least ninety (90) calendar days after the deadline for receipt of the RFP/BID.

ADDITIONAL REQUIREMENTS: The firms shall furnish such additional information as the Boards may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The Boards reserve the right to make investigations of the qualifications of the firm as it deems appropriate.

PREPARATION COSTS: The Boards shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFP/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the Boards' representative (Budget & Purchasing Manager). All work will proceed in a timely manner without delays. The Contractor shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED), and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

DELIVERY: All prices shall be FOB Destination, The Villages, Florida, inside delivery unless otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):

The Vendor by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the vendor's approval – without the vendor's approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the Budget & Purchasing Manager. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc). Proposers/Bidders are required to use the official RFP/BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFP/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a proposal/bid. RFP/BID FORM documents for this project are free of charge and are available on-line and are downloadable (vendor must pay any DemandStar fees or any shipping).

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFP/BID specification for any item(s). If RFP's/BID's are based on equivalent products, indicate on the RFP/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFP/BID will not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFP's/BID's which do not comply with these requirements are subject to rejection. RFP's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the RFP/BID FORM. The Budget & Purchasing Manager is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the Boards unless evidenced by a Change Notice issued and signed by the Budget & Purchasing Manager, or designated representative.

QUANTITIES: The quantities as specified in this RFP/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFP/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the Boards within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: Vendor may choose to re-create any document(s) required for this solicitation, but must do so at his own risk. All required information in the original Board format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document.

ACKNOWLEDGED:


(Signature and Date) 8-25-10

This document must be completed and returned with your Submittal

**This document must be completed and returned with your Submittal
DISCLOSURE OF SUBCONTRACTORS, SUBCONSULTANTS AND SUPPLIERS**

SUBCONTRACTOR LICENSE INFORMATION MUST BE SUBMITTED WITH THE RFP, IN ORDER FOR SUMTER COUNTY TO VERIFY THAT THE SUBCONTRACTORS ARE IN FACT LICENSED TO PERFORM THEIR TRADE SCOPE OF WORK. PLEASE PROVIDE THE TYPE OF WORK THE SUBCONTRACTOR WILL BE COMPLETING ALONG WITH THEIR CONTRACTOR'S LICENSE NUMBER.

Name of Firm Submitting Proposal:

BAKER + BAKER VENDING, INC.
(Print or Type)

Name of Person Submitting Proposal:

WILLIAM D. "BILL" BAKER
(Print or Type)

Please list **all Subcontractors**, or Material \ Equipment Suppliers to be used in connection with performance of this contract. Attach additional sheets as necessary.

Name of Firm or Agency: FAJA VENDING

Address: _____

Telephone: 727 - 215 - 8050

Contractor's License number & Trade: _____

Contact Name / Title: FELIX OLIVERA

Name of Firm or Agency: _____

Address: _____

Telephone: _____

Contractor's License number & Trade: _____

Contact Name / Title: _____

Name of Firm or Agency: _____

Address: _____

Telephone: _____

Contractor's License number & Trade: _____

Contact Name / Title: _____

Name of Firm or Agency: _____

Address: _____

Telephone: _____

Contractor's License number & Trade: _____

Contact Name / Title: _____

This document must be completed and returned with your Submittal

STATEMENT OF CONTRACTOR'S EXPERIENCE AND PERSONNEL
This document must be completed and returned with your Submittal.

(Contractor may also provide any supplemental company or personnel information that will assist the Selection Committee in evaluating your proposal).

CONTRACTOR: BALKER + BALKER VENDING, INC.

DATE: 8-25-10

1. How many years has your organization been in business as a vending service company under your present business name? 10±

2. List all previous business names of your organization:

3. How many years experience in vending services? 10±
Prime Contractor _____ Subcontractor _____

4. List all officers and directors of your organization:
NAME POSITION/TITLE
WILLIAM D. BALKER PRESIDENT

5. Have you ever failed to complete any work awarded to you in the last 3 years?
Yes _____ No X. If yes, where and why?

EXPERIENCE

1. Describe any experience of the principal individuals (Foremen, Superintendents, etc.) who are responsible for the actual work of your organization?

Name MIKE HARVEY Position ROUTE + ROUTE SALES

Type of Work	Yrs. Experience	Yrs. With Firm
	10±	10±
MIKE HARVEY	ROUTE + ROUTE SALES	
Name	Position	

Type of Work	Yrs. Experience	Yrs. With Firm
Name	Position	

Type of Work	Yrs. Experience	Yrs. With Firm
Name	Position	

Type of Work	Yrs. Experience	Yrs. With Firm
Name	Position	

Type of Work	Yrs. Experience	Yrs. With Firm
Name	Position	

2. List/describe five (5) vending services contracts that you currently have or have recently completed with Government or Private agencies.

Project	PENELLAS COUNTY	COUNTY WIDE
Date	'05 TO PRESENT	\$60,000±
Project Architect Contact Name and Phone Number	BELL BURGER 727-453-3437	
Owner's Contact Name and Phone Number		

Project	U.S. COAST GUARD	PENELLAS / HILLSBOROUGH
Date	'08 TO PRESENT	\$10,000
Project Architect Contact Name and Phone Number	BENNY RODRIGUS 757-420-2480	
Contact Name and Phone Number		

Project	Location
Date	Contract Amount
Project Architect Contact Name and Phone Number	
Contact Name and Phone Number	

Project	Location
Date	Contract Amount
Project Architect Contact Name and Phone Number	
Contact Name and Phone Number	

Project	Location
Date	Contract Amount
Project Architect Contact Name and Phone Number	
Contact Name and Phone Number	

CONTRACTOR'S AFFIDAVIT

William D. Baker

State of Florida,
County of Pinellas

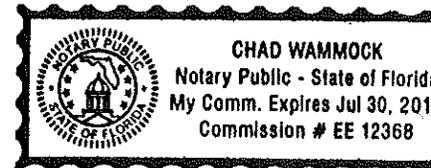
Before me personally appeared William Baker who is (title) Asst. Mgr.
of (the company described herein) Baker & Baker Inc. being duly sworn, deposes and say that the foregoing statements are a true and accurate statement of the position of said organization as of the date thereof, and, that the statements and answers to the foregoing experience questionnaire are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive, or fraudulent statements of this application constitutes fraud; and, agrees to furnish any pertinent information requested by The Sumter County Board of County Commissioner deemed necessary to verify the statements made in this application or regarding the ability, standing and general reputation of the applicant.

Personally Known _____ or Produced Identification FL Driver's License

Sworn to and subscribed before me this 26 day of August, 2009 2010

Chad Wamock
NOTARY PUBLIC - STATE OF FLORIDA
(Signature of Notary Public)
(seal)

Chad Wamock
(Print Name of Notary Public)



This document must be completed and returned with your Submittal.

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

BAKER + BAKER VENDING INC.
(print or type name of firm)

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under proposal or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under proposal or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea or guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires 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.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".

Miller D. Babe
Authorized Signature

8-23-10
Date Signed

State of: Florida

County of: Pinellas

Sworn to and subscribed before me this 23 day of August, 2010

Personally known _____ or Produced Identification FL Driver's License
(Specify Type of Identification)

Chad Wamock
Signature of Notary

My Commission Expires July 30, 2014

(seal)



This document must be completed and returned with your Submittal.

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY
PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to Sumter County Board of County Commissioners

By WILLIAM D. BAKER PRESIDENT

{print individual's name and title}

for BAKER + BAKER VENDING INC.

{print name of entity submitting sworn statement}

whose business address

is P.O. BOX 17481 CLEARWATER FL. 33760

and (if applicable) its Federal Employer Identification Number (FEIN) is 65-1115087
(If the entity has no FEIN, include the Social Security Number of the individual signing this
sworn statement:
_____.)

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

I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means: A predecessor or successor of a person convicted of a public entity crime; or An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. {indicate which statement applies.}

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

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

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

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

{signature} *Melvin D. Baker*

{date} *8-23-10*

PERSONALLY APPEARED BEFORE ME, the undersigned authority, W. Nixon Parker who,
{name of individual signing}

after first being sworn by me, affixed his/her signature in the space provided above on this
23 day August 2010

Attest: Chad Wamock
Notary Public

My commission expires: July 30, 2014

(Notary Seal)



This document must be completed and returned with your Submittal.

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
 12/31/2008

PRODUCER
 Harbor Insurance Group
 810 83rd Ave N
 St Petersburg, FL 33702

INSURED
 Baker & Baker Vending, Inc.
 2063 Aaron Place
 Clearwater FL 33760

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Canopus	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR. NR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROPERTY <input type="checkbox"/> LOG	TCN004724	08/03/2008	08/03/2009	EACH OCCURRENCE \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				DAMAGE TO RENTED PREMISES (EA occurrence) \$ 50,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$ EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$ WC STATU- TORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER				
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLE FAX: 727-524-2444					

COPY

ALL INSURANCE
 UPDATES
 WILL BE
 DONE IF
 AWARDED BEFORE
 CONTRACT IS
 SIGNED
 Willie Behr

CERTIFICATE HOLDER

SP Recycling Corp
 8810 Enterprise Blvd
 Largo, FL 33773

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
 Michael A. Wilson
 © ACORD CORPORATION 1998