

Key Largo Fire & EMS District

REQUEST FOR QUALIFICATIONS

RFQ NO. 23-003: FIRE STATION 24 DESIGN

The Key Largo Fire and Emergency Medical Services District (hereinafter the “Fire District” or “KLFEMS”), is requesting qualifications from Florida-registered, licensed professional architectural and engineering firms or teams to design a 2nd floor addition and expansion of Fire Station No. 24. Responses to this solicitation will be accepted by the KLFEMS until:

Tuesday, February 13, 2024 at 3:00 p.m.

Responses should be submitted by mail, hand delivery or express mail in a sealed envelope with the respondent’s name and return address. The outside of the envelope/box used for the sealed proposals should be marked as follows:

“DO NOT OPEN”

“RFQ NO. 23-003: DESIGN SERVICES FOR FIRE STATION NO. 24 EXPANSION”

Firm’s Name and Address

Responses should be mailed or delivered to:

ATTN: CAROL GRECO, KLFEMS DISTRICT CLERK
C/o VERNIS & BOWLING
81990 OVERSEAS HWY. #300
ISLAMORADA, FL 33036

Tel: (305) 664-4675

Email: cgreco@florida-law.com

Responses are due no later than the time and date specified in the RFQ. Any proposals received after that time and date will not be opened. No responses may be withdrawn or modified after the due date and time. Any individual requiring special assistance must notify cgreco@florida-law.com in writing 48 hours in advance so that arrangements can be made. Proposals by electronic mail, telephone or transmitted by facsimile (FAX) machine will not be accepted. The District reserves the right to reject any and all proposals if it is deemed to be in the best interest of the District.

Any and all questions concerning this Request for Qualifications should be in writing and emailed to Carol Greco at cgreco@florida-law.com by January 25, 2024.

Complete RFQ documents and addendum can be downloaded from www.demandstar.com and at the District website at <https://klfirerescueems.com>. Respondents are responsible to check for addendums prior to submittal.

ANTICIPATED SCHEDULE OF EVENTS*

The tentative schedule of events, relative to this solicitation shall be as follows:

<u>Event</u>	<u>Date (on or by)</u>
Advertisement of RFQ	December 15, 2023
Pre-Submittal Meeting	January 10, 2024 at 10:00 AM E.S.T.
Last day for questions/clarification	January 25, 2024 by 3:00 PM E.S.T.
Last day for addendum to be posted	January 30, 2024 by 3:00 PM E.S.T.
Submission deadline	February 13, 2024 at 4:00 PM E.S.T.
Bid Opening	February 15, 2024 at 3:00 PM E.S.T.

Recommendation for Award First available Fire District Board meeting

Note: All dates and times above are subject to change at the Fire District's discretion.

Please note that the KLFEMS District, a municipal corporation organized and existing under the laws of the State of Florida, reserves the right to reject any and all responses received pursuant to this RFQ 23-003, re-advertise RFQ 23-003, waive informalities, and the KLFEMS District may enter into a contract determined, in the sole discretion of the KLFEMS District, to be in its best interest, in accordance with the Terms and Conditions referenced herein.

*Schedule may be subject to change based on operations. Any change will be updated on Demandstar.

RFQ NO. 23-003: DESIGN SERVICES FOR FIRE STATION NO. 24 EXPANSION

1. **PROJECT DESCRIPTION**

- 1.1 The Key Largo Fire and EMS District is requesting qualifications from Florida registered, licensed professional architectural and engineering firms or teams to design a second-floor addition to Fire Station No. 24, located at Parcel ID: 00505750-000100 at 1 East Drive, Key Largo, Florida 33037. Firms interested in providing Architectural and Engineering Services (A/E) should have proven experience designing fire stations.
- 1.2 This project scope includes an approximately 4,000 sf second floor addition on top of the existing roof structure of Fire Station No. 24. There will also be interior renovations to the ground floor to update the program requirements with the addition of the second floor. The second floor will house the sleeping quarters, kitchen/living, and laundry facility. The ground floor will remain the administrative offices with the addition of a presentation / training space. The exterior will include the restriping and expansion of the existing parking lot to accommodate an accessible path to the entry. Structural work will consist of the design of the second story on the existing roof structure. MEP work will include the relocation and replacement of fixtures and grills on the ground floor as well as new systems throughout the second floor.
- 1.3 Prohibition Against Contracting With Scrutinized Companies. Pursuant to Florida Statutes § 287.135, Firms responding to this solicitation must certify that the Firm is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List and that it does not have business operations in Cuba or Syria. Additionally, the Firm must certify that it is not on the Scrutinized Companies that Boycott Israel List and is not participating in a boycott of Israel. The District shall have the option to terminate its contract with the Firm if the
- 1.4 Firm is found to have submitted a false certification, been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, been engaged in business operations in Cuba or Syria, or if the Firm is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.
- 1.5 Trade Secrets. The Florida Legislature has determined in Florida Statutes § 815.04(3) (as to electronic records), and § 815.045 (as to all other records) that trade secret information, as defined in Florida Statutes § 812.081(1)(c), is confidential and exempt from public records disclosure. The statutory definition provides:

“Trade secret” means the whole or any portion or phase of any formula, pattern, device, combination of devices, or compilation of information, which is for use, or is used, in the operation of a business and which provides the business an advantage, or an opportunity to obtain an advantage, over those who do not know or use it. The term includes any scientific, technical, or commercial information, including financial information, and includes any design, process, procedure, list of suppliers, list of customers, business code, or improvement thereof. Irrespective of novelty, invention, patentability, the state of the prior art, and the level of skill in the business, art, or field to which the subject matter pertains, a trade secret is considered to be:

1. Secret;
2. Of value;
3. For use or in use by the business; and
4. Of advantage to the business, or providing an opportunity to obtain an advantage, over those who do not know or use it when the owner thereof takes measures to prevent it from becoming available

to persons other than those selected by the owner to have access thereto for limited purposes.

- 1.6 However, the District will not be aware that a bid, proposal, or other response to a procurement solicitation contains such information. Therefore, bidders, proposers or other persons or entities responding to District solicitations must specifically and clearly identify all portions of their responses which are believed to be a trade secret, as defined by the law, and must, as to each such designation, provide the basis upon which the designated information is a trade secret. PLEASE NOTE that under Florida law, a private party cannot render public records exempt from disclosure as containing trade secrets merely by designating information it furnishes a governmental agency confidential. Thus, the mere designation of an entire submission as “confidential” will be insufficient to comply with this requirement.
- 1.7 While the District will, to the extent possible, cooperate in any court action a bidder, proposer or responder may bring against any third-party requesting to inspect and copy portions of a response asserted to be a trade secret, if a bidder, proposer or responder fails, prior to the submission of their materials to the District, to specifically and clearly designate information therein as a trade secret and to provide the supporting explanation for the designation, the right to assert the exemption may be lost, and the information may be subject to inspection and copying as otherwise provided for under the Public Records Act.
- 1.8 In the event any record is requested under the Public Records Act, procurement staff will consult with the District’s legal counsel and, if District’s legal counsel agrees with the designation, the District will assert the exemption and redact the relevant materials. If the District’s counsel disagrees with the designation, District staff will inform the bidder, proposer or responder and that person or entity may file an injunctive or declaratory judgment action and seek such emergency orders as desired to protect the information. The District notes that absent some unusual justification, a bidder’s or proposer’s contract price shall not constitute a trade secret.

2. SCOPE OF SERVICES

2.1 Anticipated services include, but are not necessarily limited to providing:

2.2 PHASE I: PRELIMINARY DESIGN

2.2.1 Program Development

- Work with District staff to develop space needs for the expanded Fire Station No. 24.
- Evaluate the project site with regard to the following key factors:
 - Traffic impacts on station response time and surrounding properties;
 - Ingress and egress to the site, including fire apparatus turn radius and access to bay doors of the proposed fire station;
 - Size and shape of the parcel;
 - Zoning; and
 - Cost.

2.2.2. Phase I Deliverables

- Conceptual site and building schematic design for 2nd floor addition to Fire Station No. 24
- Estimated construction costs for 2nd Floor addition to Fire Station No. 24 based on preliminary design

2.3 PHASE II: DESIGN

- Cost development to maintain project budget
- Prepare Design Development Documents
- Prepare Cost Documents
- Conduct any associated geo-technical exploration, topographic survey, sub-surface and

- underground locates related to construction
- Assist the District in completing applications to obtain any applicable agency permits

2.3.1. 30% Design Development and Submittal

- Develop Table of Contents for the proposed technical specifications
- Develop preliminary Fire Station site plan
- Develop 30% probable construction cost

2.3.2. 60% Design Development and Submittal. The 60% submittal package will be prepared and submitted to the District for review and comment. The submittal will include Drawings, Technical Specifications, construction schedule, and the Engineer's 60% Opinion of Probable Construction Cost.

2.3.3. 90%-100% Design Phase. This Submittal package will be prepared and submitted to the District. The submittal will include Drawings, Technical Specifications, updated construction schedule, and the Engineer's Opinion of Probable Construction Cost.

3. REQUIREMENTS

3.1 Firms must meet the following requirements:

- 3.1.1 Experience designing Fire Stations for municipal, county, special districts, or other similar governmental agencies in the State of Florida;
- 3.1.2 Experience working with construction management firms participating in both the design and construction phases of projects;
- 3.1.3 Demonstrated experience working in a collaborative team environment with project owner and other stakeholders during the design process;
- 3.1.4 Authorized to do business in the State of Florida and must possess professional service registrations in accordance with applicable statutes, regulations, and rules;
- 3.1.5 Personnel of the Firm must have current licenses in the State of Florida and be in good standing;
- 3.1.6 Firms must be knowledgeable of, and in compliance with, the requirements of all federal, state, and local laws and regulations applicable to the provision of their services;
- 3.1.7 The selected Firm(s) and its (their) subconsultants (if any), will be required to meet the insurance requirements of the District specified in **Exhibit 1: Agreement for Design Services**.
- 3.1.8 Firms must provide evidence that they have the following insurance coverages at the time of proposal submission by completing **Attachment "L": Insurance Certificate**. Insurance coverage for the District shall include the following:
Umbrella liability insurance shall not be less than \$1,000,000 each occurrence and \$1,000,000 aggregate. Professional liability insurance shall have limits of not less than \$1,000,000 each claim and aggregate.
- 3.1.9 In accordance with Florida law, selected Firms will be required to make sworn Statements regarding Public Entity Crimes and Contingent Fees;
- 3.1.10 Statements of Qualifications must be submitted to the District on or before the time and date and at the place and in the manner indicated in this RFQ; and
- 3.1.11 Costs of participating in the selection process, including presentations to the District, are solely those of the Firm and the District will assume no responsibility for any cost.

4. STATEMENT OF QUALIFICATIONS SUBMITTAL FORMAT

- 4.1 All of the components outlined below must be included in responses to this solicitation.
- 4.2 Firms shall submit one (1) original hard copy original and one (1) exact electronic copy on USB drive in a sealed envelope or container. The outside of the envelope/box used for the sealed proposals should be marked as follows:

“DO NOT OPEN”

“RFQ NO. 23-003: DESIGN SERVICES FOR FIRE STATION NO. 24 EXPANSION”

Firm’s Name and Address

- 4.3 Firms may also respond to this solicitation electronically via www.DemandStar.com
- 4.4 Responses to this solicitation shall be printed on one side of paper, in no less than 11-point font. Submissions of more than 50 pages will not be disqualified; however, clarity, conciseness, and brevity of this document will be an evaluation criterion.
- 4.5 The RFQ Package format must sufficiently address and demonstrate all required components and follow the order of sections described below. The aim of the required format is to simplify the preparation and evaluation of the RFQ Packages.

- 4.6 All RFQ Packages must include the following component sections:

- Section 1. Cover Page & Cover Letter**
- Section 2. Company and Staff Qualifications**
- Section 3. Related Experience**
- Section 4. Approach to Services and Methodology**
- Section 5. Quality Control**
- Section 6. Administrative Information**

4.7 Section 1: RFQ Cover Page (Complete and Submit) and Cover Letter

- 4.7.1 The cover letter shall be signed by the President or officer of the responding Firm or, if joint venture, the President/Officer from each member of the joint venture must sign. The cover letter should provide the following:
 - Full legal company name;
 - Physical street address and mailing address if different than street address (include location address of office that will perform the services under this Contract);
 - Primary company phone and fax numbers and email address;
 - Company type, i.e., Corporation, Partnership, etc.;
 - Listing of Officers;
 - Brief statement of company history (date of establishment, number of years in business, number of employees, etc.);
 - Brief description of business philosophy; and
 - Reason for interest in submitting a response to this solicitation.

4.7.2 Delegation of Authority

A contract entered on behalf of the Respondent may only be signed by an individual who has been delegated signatory authority.

If the individual signing the required forms for this RFP is not an officer of the firm, the

Respondent must provide, with the submitted proposal, a Letter of Delegation of Authority listing agents of the Respondent authorized to negotiate on behalf of and contractually bind the Respondent.

The Letter of Delegation of Authority must be on company letterhead, be signed with an original signature by an officer of the Responding firm and must list the authorized agent(s) name, title, and limit of authority.

4.8 **Section 2: Company & Staff Qualifications**

- 4.8.1 In this section, Respondents shall provide documentation to fully demonstrate the experience, education, and abilities of any personnel that shall be performing work under this contract. This may be submitted in the form of resumes for any and all employees who will be performing work, documentation of past or current contracts held by the Respondent for services similar in size, scope, and complexity as those described herein, or any other documentation or information demonstrating the experience and qualifications of the Respondent.
- 4.8.2 Also in this section, Respondents shall complete and submit the following attachments to fully demonstrate the firm's qualifications and resources:
- **Attachment "A": Company Organizational Chart.** Submit an Organization Chart reflecting the organization of the company.
 - **Attachment "B": Licenses and Certifications.** Complete and submit information on all required and applicable licenses, permits and certifications held by the Respondent as well as Key Personnel.
 - **Attachment "C": Team Organizational Chart.** Submit a team organization chart that demonstrates the hierarchy of the Key Personnel that will be responsible for completion of the required services, including names, titles, and organization of the proposed team members.
 - **Attachment "D": Key Personnel.** Submit information to demonstrate the qualifications and experience of personnel shown on the Team Organization Chart who are proposed to perform the scope of work. Brief comprehensive resumes should be provided for each staff member listed.
 - **Attachment "E": Proposed Sub-Consultants.** submit information to demonstrate the qualifications and experience of Sub-Consultants proposed to perform any portion of work specified herein by completing all information. Brief comprehensive resumes, including any and all licenses/certifications held, should be provided for each Sub-Consultant listed. All proposed Sub-Consultants are subject to approval by the District.

4.9 **Section 3: Related Experience and References**

- 4.9.1 In this section, Respondents shall submit a written narrative describing any and all contracts or engagements successfully completed in the last seven (7) calendar years including services similar in scope to those described herein. Respondents must include the type of services performed, timeframe of performance, whether the contract was renewed/extended.
- 4.9.2 Respondents must also complete and submit **Attachment "F": Similar Projects.** Project References shall provide a list of five (5) project references from individuals, firms, or agencies that have contracted with the respondent to perform services of similar size and scope as those described herein. The information required must include reference company name, date(s) of service, project information, and a contact person name, title, phone number and email address. References should include the primary contacts for the projects listed in

the narrative submitted in this section. References shall be checked District staff for any Respondent the District enters negotiations with, to verify the capability to perform the work, and responsibility to fulfill the requirements of the contract.

4.10 **Section 4: Approach to Services & Methodology**

4.10.1 **Proposed Approach & Methodology.** In this section of the package, Respondents shall provide a written narrative describing the proposed approach and methodology for performing the services required for this project. The narrative must provide a synopsis of the respondent's understanding of the scope of services and the intent of the project. Briefly describe the approach the firm intends to take to successfully complete a quality and timely project using the most cost-effective solutions and best practices. Respondents should include in this section the Firm's approach to project cost control.

4.10.2 **Proposed Design Schedule (Limit 2 pages – size 11” x 17” paper may be used for this section only).** Submit a proposed design schedule that includes all elements of design through provision of complete construction documents, including permitting.

4.10.3 **Schedule Control Narrative (Limit 1 page).** Submit a written narrative of the firm's project management methods to establish, monitor, and track the coordination of sub- consultants and ability to meet schedules in a timely manner.

4.11 **Section 5: Performance, Quality Control, & Cost Control**

4.11.1 **Most Recently Completed Projects.** Complete and submit **Attachment “G”: Most Recently Completed Projects.** The last five (5) projects completed by the firm as a prime consultant which may or may not be projects similar in the type, size, and dollar value of the proposed project.

4.11.2 Include the Project Name, Original Cost Estimate, Original Completion Date, Final Project Cost, and Final Completion Date. Provide an explanation for projects under/over budget and under/over the initial completion date. Additional pages to support narratives in **Attachment “G”** will be accepted.

4.12 **Section 6: Administrative Information**

4.12.1 In this section, respondents shall submit the following Attachments:

- **Attachment “H”: Sworn Statement on Public Entity Crimes;**
- **Attachment “I”: Conflict of Interest Disclosure;**
- **Attachment “J”: Affidavit of Financial Solvency;**
- **Attachment “K”: Claims, Liens, & Litigation;**
- **Attachment “L”: Certificate of Insurance; and**
- **Copies of all Acknowledged (signed) Addenda (as posted).**

5. **DETERMINATION OF RESPONSIVENESS**

5.1 The District shall make a determination for each Firm as to the responsiveness of the submission to the requirements provided herein. Respondents determined to be non-responsive will be removed from consideration by the Evaluation Committee. Only those respondents who are fully responsive to the requirements herein will be evaluated for consideration of an award.

5.2 The District reserves the right to waive any minor formality or irregularity in any submission by a Firm.

However, any missing information or document(s) that are material to the purpose of the RFQ shall not be waived as a minor formality.

6. EVALUATION OF STATEMENTS OF QUALIFICATIONS

- 6.1 All submissions that are determined to be responsive to the requirements of this RFQ will be evaluated by an Evaluation Committee of no less than three (3) District representatives.
- 6.2 Evaluators will review and score the responsive submissions individually, with no interaction or communication with any other individual.
- 6.3 The District Evaluation Committee members will individually rank Firms from highest to lowest in each of the specific evaluation criteria listed below.

Evaluation Criteria:

- Company & Staff Qualifications
 - Related Experience and References
 - Approach to Services & Methodology
 - Performance, Quality Control & Cost Control
- 6.4 Respondents will be assigned a score that is the sum of their rank in each category by each Evaluation Committee member.
 - 6.5 At a public meeting of the District Evaluation Committee, members will discuss submissions and submit their completed evaluation forms. Firms will be assigned a “score” based on the sum of each committee member’s rank on their evaluation sheet. The lowest score will yield the Respondent with the highest overall ranking.
 - 6.6 The District Evaluation Committee will produce a shortlist of no less than three of the highest-ranked for interviews and presentations. These shortlisted firms will be notified of the required information that must be included in any presentation. The Evaluation Committee will then rank the interviews and presentations with the shortlisted firms to determine the top-ranked firm.
 - 6.7 The District Evaluation Committee may consider any evidence available regarding financial, technical, and other qualifications or abilities prior to final ranking.

7. RECOMMENDATION FOR AWARD

- 7.1 Recommendation shall be made to the District Board by staff to enter into negotiations with only the highest ranked firm as determined by the District Evaluation Committee, with the intention of coming to an agreement over terms, conditions, and pricing in order to award a Contract for the services described herein.
- 7.2 The number one ranked firm will be submitted to the District Board for authorization/approval to enter into negotiations, and upon successful negotiations, award, and execution of a contract (contract subject to approval of District Board). In the event that negotiations are unsuccessful, and an agreement cannot be reached with the top ranked firm, staff will cease negotiations, and begin negotiations with the second ranked firm. This process will continue until such time as an agreement can be reached, or the District, in its sole discretion, determines that moving to a subsequent firm would not be in the best interest of the District.
- 7.3 The District reserves the right to reject any or all qualifications packages, waive minor formalities or award to/negotiate with the firm whose qualifications package best serves the interest of the District.

8. GENERAL INSTRUCTIONS

- 8.1 The contents of a Firm's response to this solicitation may become incorporated into, and a part of, its resulting Contract with the District.
- 8.2 Responses to this solicitation must be typed with the exception of physical signatures. All corrections made by submitting Firms prior to the opening shall be initialed and dated by the Firm. No changes or corrections will be allowed after the solicitation deadline.
- 8.3 **Questions.** Any questions concerning the RFQ should be directed in writing to Carol Greco, District Clerk at cgreco@florida-law.com no later than January 25, 2024. Only the responses of the above-identified District official shall be binding, and Firms are advised that no other source of information as to this RFQ is authorized, and no other District official is authorized to explain or interpret the RFQ or to respond to questions related thereto. Responses to all appropriately submitted questions shall be made by way of the issuance of one or more Addenda/Addendum, which shall be published on the District's website under Public Notices and on www.demandstar.com by January 30, 2024.
- 8.4 DURING THE PERIOD BETWEEN THE ISSUANCE OF THIS RFQ AND THE AWARD OF ALL CONTRACTS TO RESULT THEREFROM, RESPONDERS OR POTENTIAL RESPONDERS, INCLUDING THEIR AGENTS AND REPRESENTATIVES, SHALL NOT DIRECTLY DISCUSS OR PROMOTE THEIR RESPONSES OR POTENTIAL RESPONSES WITH ANY MEMBER OF THE DISTRICT BOARD OR DISTRICT STAFF EXCEPT UPON THE EXPRESS WRITTEN APPROVAL OF THE PERSON DESIGNATED IN SECTION 8.3 ABOVE.

This provision is not meant to preclude bidders from discussing other, unrelated matters with District Board Members or District staff. This policy is intended to create a level playing field for all potential responders, to assure that contract decisions are made in public, and to protect the integrity of the solicitation process. Its purpose is to stimulate competition, prevent favoritism, and secure the best services, work, and materials at the lowest practicable price, for the best interests and benefit of the taxpayers and property owners of the District.

9. TERMS AND CONDITIONS:

- 9.1 The successful Firm shall not discriminate against any person in accordance with Federal, State or Local Law.
- 9.2 It is the sole responsibility of the submitting Firm to ensure proposals are received at the proper place on or before the time and date required, and in the format stated.
- 9.3 A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to 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 Florida Statutes § 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- 9.4 The District does not discriminate in admission or access to, or treatment or employment in its programs and activities on the basis of race, color, religion, age, sex, national origin, marital status, disability, or any other reason prohibited by law.

- 9.5 By submitting a response to this solicitation, the submitting entity thereby agrees that it consents to the District contacting any parties referenced in the entity's response including, but not limited to, all project owners and references.
- 9.6 The form of agreement the District intends to use in awarding contracts pursuant to this RFQ is attached hereto as **Exhibit 1: Agreement for Design Services**. By submitting a response to this solicitation, the submitting entity acknowledges and agrees that, while the negotiation process will allow for requests to revise any portion of the form of agreement, the District does not anticipate, and will not favor, substantial revisions to the terms stated therein.
- 9.7 By submitting a response to this solicitation, the submitting entity acknowledges the lobbying prohibitions set forth herein, agrees to ensure its officers, employees, agents, attorneys, and lobbyists understand these prohibitions, and agrees that should it, or any officer, employee, agent, attorney, or lobbyist on its behalf, violate such prohibitions, the submitting entity shall be disqualified from further consideration.

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**REQUIRED SUPPLEMENTAL INFORMATION
CHECKLIST**

SECTION	RFQ PACKAGE COMPONENTS	CHECK BOX
Section 1	Cover Page & Cover Letter	()
Section 2	Company & Staff Qualifications	
	Attachment "A": Company Organizational Chart	()
	Attachment "B": Licenses and Certifications	()
	Attachment "C": Team Organizational Chart	()
	Attachment "D": Key Personnel	()
	Attachment "E": Proposed Sub-Consultants	()
Section 3	Related Experience	
	Related Experience Narrative	()
	Attachment "F": Similar Projects	()
Section 4	Approach to Services and Methodology	
	Approach to Services and Methodology Narrative	()
Section 5	Performance, Quality Control & Cost Control	
	Performance, Quality Control & Cost Control Narrative	()
	Attachment "G": Most Recently Completed Projects	()
Section 6	Administrative Information	
	Attachment "H": Sworn Statement on Public Entity Crimes	()
	Attachment "I": Conflict of Interest Disclosure	()
	Attachment "J": Affidavit of Financial Solvency	()
	Attachment "K": Claims, Liens, & Litigation	()
	Attachment "L": Certificate of Insurance	()
	Copies of all Acknowledged (signed) Addenda (as posted)	()

**REQUEST FOR QUALIFICATIONS (RFQ) NO.: 23-003:
DESIGN SERVICES FOR FIRE STATION NO. 24 EXPANSION**

COVER PAGE

SUBMIT ONE (1) HARD-COPY ORIGINAL PROPOSAL, AND ONE (1) EXACT ELECTRONIC PDF COPY OF THE SUBMITTED PROPOSAL ON USB DRIVE IN A SEALED ENVELOPE OR CONTAINER TO:

**ATTN: CAROL GRECO, KLFEMS DISTRICT CLERK
C/o VERNIS & BOWLING
81990 OVERSEAS HWY. #300
ISLAMORADA, FL 33036**

**Tel: (305) 664-4675
Email: cgreco@florida-law.com**

FULL LEGAL NAME OF COMPANY: _____

DATE: _____

Mailing Address (Street Address, District, State, Zip Code)

AUTHORIZED COMPANY REPRESENTATIVE

Printed Name & Title

Phone Number

ATTACHMENT "A":

COMPANY ORGANIZATIONAL CHART

(Attach or insert copy here)

ATTACHMENT "B":

LICENSES & CERTIFICATIONS

In the space below, each Respondent shall list all current licenses and/or certifications held relative to the required services as provided herein.

Each Respondent shall attach a copy of each current license and/or certification listed below to his proposal as instructed.

License/Certificate/ Pre-Qualification	License #	Issuing Agency	Expiration Date
State of Florida Architectural License			

ATTACHMENT “C”:

TEAM ORGANIZATIONAL CHART

(Attach or insert copy here)

ATTACHMENT "D":

KEY PERSONNEL LIST

In the space below, list all qualified personnel who are permanent employees of the company that may be utilized to perform the required scope of services. Attach brief but comprehensive resumes for each staff member listed below.

Employee	Title	# Years Employed	Total # Years Experience

ATTACHMENT "E":

PROPOSED SUB-CONSULTANT LIST

Each Respondent shall provide any and all subconsultants or major materials suppliers proposed to perform any portion of work specified herein. Attach brief comprehensive resumes, including any and all licenses/certifications held. All proposed sub-consultants are subject to approval by the District.

Division of Work	Name and Address of Sub-Consultant

ATTACHMENT "F":

SIMILAR PROJECT REFERENCES

Each Respondent must submit a list of five (5) project references from individuals, firms or agencies that have contracted with the respondent in the past seven (7) years to perform services of similar size and scope as those described in this RFQ. The information required shall include the following: reference company name, date(s) of service, project information including name of project, and a contact person name, title, phone number and email address.

REFERENCE 1.

Reference Company Name	
Dates of Service	
Project Name and Information	
Primary Contact Name and Title	
Contact Phone Number	
Contact Email Address	

REFERENCE 2.

Reference Company Name	
Dates of Service	
Project Name and Information	
Primary Contact Name and Title	
Contact Phone Number	
Contact Email Address	

REFERENCE 3.

Reference Company Name	
Dates of Service	
Project Name and Information	
Primary Contact Name and Title	
Contact Phone Number	
Contact Email Address	

REFERENCE 4.

Reference Company Name	
Dates of Service	
Project Name and Information	
Primary Contact Name and Title	
Contact Phone Number	
Contact Email Address	

REFERENCE 5.

Reference Company Name	
Dates of Service	
Project Name and Information	
Primary Contact Name and Title	
Contact Phone Number	
Contact Email Address	

ATTACHMENT "G":

MOST RECENTLY COMPLETED PROJECTS

PROJECT 1

Project			
Description			
Original Completion Date		Final Completion Date	
Original Construction Cost Estimate		Final Construction Cost	
Brief Explanation of Variances			

PROJECT 2

Project			
Description			
Original Completion Date:		Final Completion Date:	
Original Construction Cost Estimate		Final Construction Cost	
Brief Explanation of Schedule Variance			

PROJECT 3

Project			
Description			
Original Completion Date:		Final Completion Date:	
Original Construction Cost Estimate		Final Construction Cost	
Brief Explanation of Schedule Variance			

PROJECT 4

Project			
Description			
Original Completion Date:		Final Completion Date:	
Original Construction Cost Estimate		Final Construction Cost	
Brief Explanation of Schedule Variance			

PROJECT 5

Project			
Description			
Original Completion Date:		Final Completion Date:	
Original Construction Cost Estimate		Final Construction Cost	
Brief Explanation of Schedule Variance			

ATTACHMENT "H":

SWORN STATEMENT ON PUBLIC ENTITY CRIMES

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

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

1. This sworn statement is submitted to _____

(print name of public entity)

by _____

(print individual's name and title)

for _____

(print name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

2. 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.

3. 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 an 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.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or

2. 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 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.

5. I understand that a “person” as defined in Paragraph 287.133(1)(a), 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.

6. 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)

Sworn to and subscribed before me this _____ day of _____, 2024.

Personally known _____ or produced identification _____.
(Type of identification)

State of Florida

District of _____

My commission expires:

(Notary Public)

ATTACHMENT "I":

CONFLICT OF INTEREST DISCLOSURE FORM

Project (RFQ) Number/Description: **RFQ No 23-003: Design Services For Fire Station No. 24 Expansion.**

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

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

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

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

Please check the appropriate statement:

I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.

The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interests for completing work on the above referenced project.

Legal Name of Respondent: _____

Authorized Representative(s): _____
Signature

Print Name/Title

Signature

Print Name/Title

ATTACHMENT "J"

AFFIDAVIT OF SOLVENCY

PERTAINING TO THE SOLVENCY OF {insert entity name} , being of lawful age and being duly sworn I, {insert affiant name} , as {insert position or title} (ex: CEO, officer, president, duly authorized representative, etc.) hereby certify under penalty of perjury that:

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

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

Signature of Affiant

STATE OF _____)

COUNTY OF _____)

Subscribed and sworn to before me this _____ day of _____, 20____, by who personally appeared before me at the time of notarization, and who is personally known to me or who has produced as identification.

Notary Public

My commission expires:

ATTACHMENT "K":

CLAIMS, LIENS, LITIGATION

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

Description of every action Captions of the Litigation or Arbitration

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

Amount actually recovered, if any: _____

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

2. List all pending litigation and or arbitration.

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

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

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

Yes _____ No _____ If yes, please explain in detail:

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

If not, please explain why?

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

Liquidated Damages

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

(Use additional or supplemental pages as needed)

ATTACHMENT “L”:

CERTIFICATE OF INSURANCE

Respondents shall provide certificates of insurance as part of their submittal package. Certificates of insurance shall meet or exceed the following requirements as described within the solicitation:

Firms must provide evidence that they have all insurance coverage as specified in attached contract form. Umbrella liability insurance shall not be less than \$1,000,000 each occurrence and \$1,000,000 aggregate. Professional liability insurance shall have limits of not less than \$1,000,000 for each claim and aggregate.

Failure to provide proof of current insurance coverage or ability to obtain the required coverage may result in being deemed non-responsive and removed from further consideration.

(Attach or insert copy of “Certificate of Insurance” here)

EXHIBIT 1:

AGREEMENT FOR DESIGN SERVICES

AGREEMENT FOR DESIGN SERVICES

This Agreement is made on the __ day of _____, 2024 (the “Effective Date”), by and between the **Key Largo Fire and Emergency Medical Services District**, P.O. Box 1023, Key Largo, FL 33037 (the “District”) and _____, [ADDRESS] (the “Firm”) (collectively, the “Parties”) as follows:

WHEREAS, the District issued Request for Qualifications No. 23-003 (the “RFQ”) seeking qualifications from qualified firms to perform design services related to a 2nd floor addition and expansion of Fire Station No. 24 according to the specifications set forth in the RFQ (the “Project”); and

WHEREAS, on _____ 2024, Firm submitted its Qualifications to perform all phases and aspects of the Project, as those phases and aspects are set forth in the RFQ; and

WHEREAS, Florida Statutes § 287.055 (the Consultant’s Competitive Negotiation Act or CCNA), requires public agencies seeking such services to rank solicitation responses without regard to price, and to thereafter attempt to negotiate an acceptable agreement with the top ranked firm; and

WHEREAS, the District ranked Firm as the most qualified responder and subsequently successfully negotiated this Agreement; and

WHEREAS, the District Board finds that it is in the best interests of the District and its residents to enter into this Agreement.

NOW, THEREFORE, in consideration of the mutual agreements set forth hereafter and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Performance of the Services. The Firm shall perform all services required by the District to complete the Project, as the Project is set forth in the RFQ, using the means and methods set forth in Firm’s response and as required by the standards of Firm’s professional licensure, and pursuant to all of the terms and conditions set forth in the RFQ and this Agreement. Firm agrees that, when the services to be provided hereunder relate to a professional service which, under Florida Statutes, requires a license, certificate of authorization, or other form of legal entitlement to practice such services, it shall employ, retain, and assign only qualified personnel to provide such services.
2. Administration of the Agreement. The District, acting through its District Manager, will designate one or more individuals to administer this Agreement on the District’s behalf, including but not limited to receiving and approving all reports and records from the Firm and reviewing and inspecting the Firm’s work. Notwithstanding the foregoing, neither the assigned contract administrator nor any other District official or agent shall have the authority to waive, amend, or otherwise alter any term of condition of this Agreement. Amendments may only be accomplished as provided for herein, and changes in the scope of the Project must be requested by a formal written change order request, which shall be subject to approval of the District Manager or District Board.
3. Incorporation by Reference; Order of Precedence. The agreement between the Parties includes the following documents (collectively the “Contract Documents”):
 - This Agreement
 - The District’s RFQ (incorporated herein and attached hereto as **Attachment A**)
 - The Firm’s submission of qualifications and pricing (incorporated herein and attached hereto as **Attachment B**)

Notwithstanding any term in the Contract Documents to the contrary, in the event of any irreconcilable conflict between the terms of these respective documents, the terms in this Agreement shall prevail over the RFQ and Firm’s

submission. In the event of any irreconcilable conflict between the terms of the RFQ and the Firm's submission, the RFQ shall prevail.

4. Effective Date and Termination of the Agreement. Notwithstanding the actual dates of execution, this Agreement shall become effective on the Effective Date. This Agreement may be terminated for convenience at any time by either Party. In the event the District elects to terminate this Agreement prior to Firm's completion of the Project, the District shall pay for all work performed through the date of termination upon Firm's submission of a final invoice which invoice is not timely disputed by the District.
5. Commencement and Completion of the Work. Firm agrees to commence its work on the Project on the date(s) provided by the District's contract administrator, and to complete all work on or before [Date Inserted by District after coordination with Firm].
6. Contract Budget; Invoice; Payment and Disputes. The District shall pay the Firm according to the rates set forth in the Firm's response, but cumulatively no more than \$*****.00 (the Contract Budget) for the Firm's performance of the Project. Payment shall be made based upon submission of a monthly comprehensive and itemized statement of charges for the services performed and rendered by Firm during the preceding month. Statements are due on or before the fifteenth of each month. The monthly statement of charges shall be in such form and supported by such documentation as may be required by District. Disputes regarding the invoice shall be resolved in the manner set forth in Florida Statutes § 218.76.
7. Qualifications.
 - a. Firm agrees to obtain and maintain throughout the term of this Agreement all such licenses as are required to do business in the State of Florida and in Monroe County, Florida, including, but not limited to, all licenses required by the respective state boards and other governmental agencies responsible for regulating and licensing the professional Services to be provided and performed by Firm pursuant to this Agreement.
 - b. Firm agrees that its senior staff, subconsultants, and subcontractors who will perform any services under this Agreement are subject to the District's reasonable approval. The listing of design professionals and Firm's senior staff, subconsultants and subcontractors (if any) who have been assigned to provide the services required under this Agreement are as set forth in Firm's submission. None of the senior staff, subconsultants, and subcontractors identified therein shall be removed by Firm without the District's prior approval (such approval not to be unreasonably withheld), and if so, removed shall be immediately replaced with a person or firm reasonably acceptable to the District. Firm further agrees, within fourteen (14) calendar days of receipt of a written request from the District, to promptly remove and replace its representative, or any other personnel employed or retained by Firm, or any subconsultants or subcontractors or any personnel of any such subconsultants or subcontractors engaged by Firm to provide and perform any of the services pursuant to the requirements of this Agreement, whom the District shall request in writing to be removed, which request may be made by the District with or without cause.
 - c. Firm represents to the District that it has expertise in the type of professional services that will be required under this Agreement. Drawings shall be prepared in electronic AutoCAD format and any textual Project documents shall be prepared as an electronic Word document per the District's technology standards. By execution of this Agreement, Firm acknowledges it has received the most recent version of the District's standards (as they may relate to the Project) as of the date of this Agreement and will follow, observe, and design in accordance with the standards, requirements, and conventions set forth therein. The Firm agrees that all services to be provided by it pursuant to this Agreement shall be subject to the District's reasonable review and approval and shall be in accordance with all applicable laws, statutes, ordinances, codes, rules, regulations (including utility regulations), local and state fire marshal requirements and the Florida Building Code, as well as the requirements of any governmental agencies which regulate or have jurisdiction over the services to be provided and performed by the Firm hereunder. In the event of any conflicts in these

requirements, Firm shall promptly notify the District of such conflict in writing and utilize its best professional judgment to resolve the conflict. The District's approval of any design documents in no way relieves Firm of its obligation to deliver complete and accurate documents necessary for successful completion of the Project.

8. Public Records Act Compliance. The Firm shall comply with all applicable requirements contained in the Florida Public Records Law, including but not limited to any applicable provisions in Florida Statutes § 119.0701. Pursuant to that statute, the Firm shall:

- (a) Keep and maintain public records required by the District to perform the Services provided hereunder.
- (b) Upon request from the District's custodian of public records, provide the District 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.
- (c) 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 Firm does not transfer the records to the District.
- (d) Upon completion of the Agreement, transfer, at no cost, to the District all public records in the possession of the Firm or keep and maintain public records required by the District to perform the service. If the Firm transfers all public records to the District upon completion of the Agreement, the Firm shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Firm keeps and maintains public records upon completion of the Agreement, it shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

If the Firm fails to comply with the requirements in this Section, the District may enforce these provisions in accordance with the terms of this Agreement. If the Firm fails to provide the public records to the District within a reasonable time, it may be subject to penalties under Florida Statutes § 119.10.

IF THE FIRM HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE FIRM'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, THE FIRM SHOULD CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS: BY TELEPHONE (305-664-4675), EMAIL (CGRECO@FLORIDA-LAW.COM) OR MAIL (ATTN: CAROL GRECO, KLFEMS DISTRICT CLERK C/O) VERNIS & BOWLING 81990 OVERSEAS HWY. #300, ISLAMORADA, FL 33036).

9. Notices. All notices given pursuant to this Agreement shall be sent by certified U.S. mail, return receipt requested, or by tracked overnight courier, or by in-person hand delivery, to the Party's address listed in the introductory paragraph, to the attention of the Party officers executing this Agreement below.

10. Representations and Warranties.

- a. The Parties represent and warrant to each other that this Agreement constitutes a legal, valid, and binding obligation enforceable in accordance with its terms, and that the execution and performance of the Agreement (i) does not breach any agreement of such Party with any third party, (ii) does not violate any law, rule, or regulation, (iii) is within its organizational powers, and (iv) has been authorized by all necessary action of such Party.
- b. Each Party to this Agreement further represents and warrants that all appropriate authority exists so as to duly authorize the person executing this Agreement to execute the same and fully bind the Party on whose behalf he or she is executing.

11. Miscellaneous.

- a. Firm acknowledges that the District may contract with a construction manager or contractor to perform work based on Firm's work product who, if retained, shall be responsible for any construction identified (hereinafter referred to as "Construction Contractor"). If Construction Contractor is retained, Firm agrees to cooperate with Construction Contractor with respect to Construction Contractor's delivery of its work and services to the District. Also, in such event, Firm agrees to incorporate, whenever reasonably practicable and consistent with good design, and after the District's written approval, all suggestions or recommendations timely made by Construction Contractor with respect to any design submitted by Firm.
- b. Firm agrees, for both it and all of its subconsultants and subcontractors, to comply with all of the District's rules and regulations with respect to safety and security at the District's facilities, including the District's drug program, as said rules and regulations may be modified and amended by the District from time to time. Firm expressly acknowledges and agrees that it is responsible for complying with all rules and regulations of the Jessica Lunsford Act. Further, Firm shall comply with any rules or regulations implemented by the District in order to comply with the Jessica Lunsford Act. Firm certifies that no person or subconsultant will be assigned to work on any work pursuant to this contract that poses any threat or risk of harm to the health, safety or welfare of any student, employee, guest, vendor, or property of the District. Further, Firm agrees to hold harmless the District and its officials and employees from any and all claims, suits, damages, costs, or attorney fees incurred as a result of any harm done to any student, employee, guest, vendor, or property of the District by Firm's employees or subconsultants assigned to do work pursuant to this contract.
- c. Firm shall be responsible for obtaining and reviewing all geological reports obtained by the District with respect to the Project. Firm's design documents shall be consistent and coordinated with the information set forth in all such geological reports. In the event Firm has any questions or concerns about the contents of any such reports, Firm shall notify the District in writing within three (3) days of Firm's receipt of any such geological reports. Firm and the District will attempt to mutually resolve any such questions or concerns.
- d. This Agreement, together with the documents incorporated by reference, constitutes the entire agreement between the Parties and supersedes any prior understanding or agreement between the Parties, either verbal or written, respecting the same subject.
- e. No delay or failure to exercise a right under this Agreement shall impair such right or shall be construed to be a waiver thereof, but such right may be exercised from time to time and as often as deemed expedient. The failure of one Party at any time to require performance by the other Party of any term in this Agreement shall in no way affect the right of the demanding Party thereafter to enforce same, nor shall waiver by one Party of any breach of any term of this Agreement by the other Party be taken or held to be a waiver of any succeeding breach of such term or as a waiver of any term itself. To be effective, any waiver shall be in writing and signed by the Party granting such waiver. Any such waiver shall be limited to the particular right so waived and shall not be deemed to waive any other right under this Agreement.

- f. No assignment of this Agreement or any right or responsibility occurring under this Agreement shall be made in whole or in part by the Firm without the express written consent of the District. The District shall have the right to approve or deny, with or without cause, any proposed or actual assignment by the Firm. Any assignment of this Agreement made by the Firm without the express written consent of the District shall be null and void and shall be grounds for the District to declare a default of this Agreement.
- g. The laws of the State of Florida shall govern the rights, obligations, duties, and liabilities of the Parties to this Agreement and shall govern the interpretation of this Agreement. Any and all legal or equitable actions necessary to enforce this Agreement shall be held and maintained solely in the state and federal courts in and for Monroe County, Florida. Venue shall lie exclusively in Monroe County.
- h. In any civil, administrative, bankruptcy, or other proceeding concerning this Agreement, each Party shall pay all of their own costs, attorneys' fees, and expenses, including all costs, fees, and expenses incurred in any administrative hearing, trial, appeal, and mediation, notwithstanding the outcome of those proceedings. Each Party hereby waives any award of attorney fees it might otherwise recover as the prevailing Party in such proceedings.
- i. The Firm shall at all times comply with all laws now in effect or hereafter enacted, which are applicable in any way to the Firm's officers, employees, agents, or subcontractors, or the delivery of the Firm's Services to District.
- j. In case any provision of this Agreement shall be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof, and this Agreement shall remain operative and binding on the Parties.
- k. Nothing contained herein shall be deemed or construed by the Parties, or by any third party, as creating the relationship of principal and agent or of partnership or of joint venture between the Parties, it being understood and agreed that nothing contained herein, nor any acts of the Parties, shall be deemed to create any relationship between the Parties other than the relationship of independent contractors.
- l. This Agreement only provides rights and remedies for the District and Firm. Notwithstanding anything else contained herein, this Agreement does not provide any rights or remedies for any other Person. There are no third-party beneficiaries under this Agreement.
- m. Ownership and License of Documents and Intellectual Property; Maintenance of Records.
 - (1) All records, documents, drawings, notes, tracings, plans, computer aided design (CAD) files, specifications, maps, models, presentations, evaluations, reports and other technical data, and schematics prepared or developed by or for Firm, or otherwise provided to the District, pursuant to this Agreement shall be Project Documents. To the extent they have any such rights, Firm and its consultants shall retain all common law, statutory and other reserved rights, including copyrights, in the Project Documents.

- (2) Firm shall grant, and hereby does grant, the District an unlimited, non-exclusive, worldwide, irrevocable, perpetual, fully-paid-up, license to reproduce, create derivatives of, distribute, perform, publish and otherwise use all Project Documents in which the Firm has or may have any rights (i) as reasonably necessary for archival, safety, and disaster recovery purposes, (ii) for submission or distribution, as the District reasonably determines is prudent or proper, to meet official regulatory requirements, or for similar purposes, in connection with this Project, and (iii) for constructing, completing, reconstructing, repairing, renovating, altering, adding to, maintaining, occupying, and otherwise using the Project.
- (3) Firm shall obtain from each of Firm's consultants, subconsultants, contractors, subcontractors, and representatives (jointly Firm's Consultants) either an assignment from the Consultant to the District of all common law, statutory and other reserved rights, including copyrights and performance rights, in and to all Project Documents in which the Consultant has or may have such rights, or an unlimited, worldwide, perpetual, irrevocable, fully-paid- up license running from Firm's Consultant to the District, granting the District the right to reproduce, create derivatives of, distribute, and use all Project Documents in which the Firm's Consultant has or may have any rights (i) as reasonably necessary for archival, safety, and disaster recovery purposes, (ii) for submission or distribution, as the District reasonably determines is prudent or proper, to meet official regulatory requirements, or for similar purposes, in connection with this Project, and (iii) for constructing, completing, reconstructing, repairing, renovating, altering, adding to, maintaining, occupying and otherwise using the Project.
- (4) Firm shall grant, and hereby does grant the District an unlimited, worldwide, non-exclusive, irrevocable, perpetual, fully-paid-up license (i) to design, conceptualize, and create architectural works that are derivatives of or substantially similar to this Project or any architectural work portrayed in any version of any Project Document, and (ii) to use, reproduce, make derivatives of, publish, perform, distribute copies of, and otherwise use any architectural or other works created, authored, or provided by Firm or Firm's Consultants pursuant to this Agreement, for marketing, promotional, advertising, ordinary business, and educational purposes, in any medium.
- (5) All licenses granted herein or pursuant to this Agreement are worldwide, perpetual, and irrevocable and shall continue even in the event this Agreement is terminated for any reason. In the event of any such termination, Firm hereby consents to any use of any and all Project Documents by any replacement architects, contractors, Firms, or other professionals retained by the District; provided, however, Firm shall not be liable for any of the design work performed by such replacement architects, Firms or other professionals and the District agrees to indemnify and hold Firm harmless from any such liability.
- (6) Firm, upon reasonable request by the District, even if such request is made after termination or expiration of this Agreement for any reason, shall take all steps reasonably required by the District to memorialize, perfect, substantiate, record, or evidence all licenses, assignments, and rights the District has, is due, or may have under or pursuant to this Agreement, and shall do so at no additional charge to the District.
- (7) Firm shall, upon reasonable request by the District, even if such request is made after termination or expiration of this Agreement for any reason, or upon completion of the Project should no such request be made by the District, provide to the District (i) reproducible copies of all Project Documents, (ii) written copies of all licenses and assignments obtained by Firm from Firm's Consultants and (iii) a written license from Firm to the District. Wherever practical, all such copies of the Project Documents shall be

provided in both editable electronic form and in hard paper form. Firm shall not be responsible for inadvertent errors caused by the electronic transmission of Project Documents, unless it knew or reasonably should have known of such errors and failed to promptly notify the District in writing. In the event of any discrepancies between any such electronic copies and hard paper copies issued by Firm, the hard paper copy shall control.

- (8) The District shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein or pursuant to this Agreement to another party without the prior written agreement of the Firm; provided, however, that the District may assign, encumber, or sublicense any license granted herein or pursuant to this Agreement to a lender, a tenant of the Project, or a subsequent owner of any portion the Project without Firm's prior consent. Further, the District shall be permitted to authorize contractors, Firms, subcontractors, sub-subcontractors, material or equipment suppliers, consultants, agents, and architects to reproduce applicable portions of the Project Documents as appropriate to and for use in connection with the completion of the Project or the District's exercise of any right or license granted herein or pursuant to this Agreement.
- (9) Firm hereby represents and warrants that all Project Documents, architectural works, or other works developed, authored, or provided to the District pursuant to this Agreement shall be original in the Firm or the Firm's Consultants, in the public domain, or developed, authored or provided pursuant to a valid, enforceable and appropriate license or assignment and shall not infringe any copyright, performance right, trademark, patent or other intellectual property right of any third party. Furthermore, to the fullest extent permitted by law, Firm shall indemnify, protect and hold harmless the District, its officers, directors, contractors and employees of any of them (collectively "Indemnitees") from and against all costs, damages, losses and expenses, including but not limited to attorneys' fees, arising out of, or resulting from, any claim by any third party asserting that any Project Document, architectural work, or other work developed or authored by Firm or Firm's Consultants, or provided to the District by Firm, pursuant to this Agreement infringes any intellectual property right, including without limitation copyright, of any person. This indemnification shall be deemed part of the Project specifications and to fully comply with Florida Statutes § 725.06, as amended. If any word, clause, or provision of this section is determined not to be in compliance with Florida Statutes § 725.06, it shall be stricken and the remaining words, clauses and provisions shall remain in full force and effect. It is the intent of the parties that this indemnification obligation complies fully with Florida Statutes § 725.06 in all respects. Furthermore, this indemnification is in addition to and not in lieu of any common law indemnification to which any of the Indemnitees are entitled.
- (10) Firm shall keep adequate records and supporting documentation which concern or reflect its Services hereunder. The records and documentation shall be retained by Firm for a minimum of three (3) years from the date of termination of this Agreement, or such longer period of time as may be required by law, whichever is later. The District, or any duly authorized agents or representatives of the District, shall have the right to audit, inspect and copy all such records and documentation as often as they deem necessary during the period of this Agreement and during the period noted above in which the records are to be retained; provided, however, such activity shall be conducted only during normal business hours.
- (11) The records specified above include accurate time records, which Firm agrees to keep and maintain, from day to day, showing the time expended by each principal and employee of Firm in performing the services and therein specifying the services performed by each, with all such time records to be kept within one-half of an hour. At the request of the District, Firm shall furnish to the District any of the aforesaid time records, as well as invoices or proofs showing Firm's incurrence and/or payment of any reimbursable

expenses.

- n. Indemnification, Preservation of Immunity. Each Party hereby agrees to fully indemnify and hold harmless the other, its officers, employees, and agents from and against any and all claims, losses, costs, expenses, actions and causes of action, including reasonable attorney's fees at all levels, arising out or by reason of any damage or injury to persons or property suffered or claimed to have been suffered, by any intentional, reckless or negligent act or omission of the indemnifying Party, its directors, officers, employees, or agents in the carrying out of the terms and conditions of this Agreement. The Party claiming right to indemnification ("Claimant") will give the indemnifying Party ("Indemnitor") prompt notice of any such claim and the Indemnitor will undertake the defense thereof by representatives of its own choosing. In the event Indemnitor, within a reasonable time after notice of claim, fails to defend, the Claimant shall have the right to undertake the defense, compromise, or settlement of such claim on behalf of and for the account and risk of the Indemnitor, subject to the right of the Indemnitor to assume such defense at any time prior to settlement, compromise, or final determination thereof. Notwithstanding the foregoing, in the event either Party reasonably believes that counsel defending any such action has unacceptable conflicts of interest or otherwise lacks the skill to adequately protect such Party's interest, such Party reserves the right to defend itself with its own counsel or retained counsel at the Indemnitor's expense, unless the Claimant is found negligent or otherwise responsible for the occasion of the litigation. Pursuant to Florida Statutes § 725.06(1), the indemnification provided for above shall be limited to the insurance limits set forth in this Agreement. Nothing herein shall be interpreted as a waiver by the District of its rights, including the procedural requirements and limited waiver of immunity, as set forth in Florida Statutes § 768.28, or any other statute, and the District expressly reserves these rights to the full extent allowed by law.
- o. Insurance. During the term of this Agreement Firm shall provide, pay for, and maintain, with companies satisfactory to the District, the types of insurance described herein. All insurance shall be from responsible companies duly authorized to do business in the State of Florida. Simultaneously with the execution and delivery of this Agreement by Firm, Firm has delivered to the District properly executed Certificates of Insurance, using the modified ACCORD form, which is attached hereto as **Attachment C**, evidencing the fact that Firm has acquired and put in place the insurance coverages and limits required hereunder. In addition, certified, true, and exact copies of all insurance policies required shall be provided to the District, on a timely basis, if requested by the District. These Certificates and policies shall contain provisions that thirty (30) days written notice by registered or certified mail shall be given the District of any cancellation, intent not to renew, or reduction in the policies' coverages, except in the application of the Aggregate Limits Provisions. Firm shall also notify the District, in a like manner, within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, non-renewal or material change in coverages or limits received by Firm from its insurer, and nothing contained herein shall relieve Firm of this requirement to provide notice. In the event of a reduction in the aggregate limit of any policy to be provided by it hereunder, Firm shall immediately take steps to have the aggregate limit reinstated to the full extent permitted under such policy. All insurance coverage of Firm shall be primary to any insurance or self-insurance program carried by the District applicable to this Agreement. The acceptance by the District of any Certificate of Insurance pursuant to the terms of this Agreement evidencing the insurance coverages and limits required hereunder does not constitute approval or agreement by the District that the insurance requirements have been met or that the insurance policies shown on the Certificates of Insurance are in compliance with the requirements of this Agreement. All insurance companies from whom Firm obtains the insurance policies required hereunder must meet the following minimum requirements:
- (1) The insurance company must be duly licensed and authorized by the Department of Insurance of the State of Florida to transact the appropriate insurance business in the State of Florida.
 - (2) The insurance company must have been in such insurance business continuously for not less than five (5) years immediately prior to the date of execution of this Agreement.

- (3) The insurance company must have an A. M. Best policyholder rating of either “A+”, “A”, or “A-”.
 - (4) The insurance company must have a current A. M. Best financial rating of “Class VI” or higher.
- p. Scrutinized Companies. Pursuant to Florida Statutes § 287.135, the Firm is not eligible to enter, or renew, this Agreement if:
- (i) The Firm is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List (as identified in Florida Statutes § 215.473);
 - (ii) The Firm engages in business operations in Cuba or Syria; or
 - (iii) The Firm is on the Scrutinized Companies that Boycott Israel List (as identified in Florida Statutes § 215.4725) or is engaged in a boycott of Israel.

By entering into this Agreement, the Firm certifies that it is not on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, and that it is not engaged in a boycott of Israel. The Firm acknowledges that it will carry out a certification to this effect at the time it executes this Agreement.

The Firm shall notify the District if, at any time during the term of this Agreement, it is placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, or that it is engaged in a boycott of Israel. Such notification shall be in writing and provided by the Firm to the District within ten (10) days of the date of such occurrence.

In the event the District determines, using credible information available to the public, that the Firm has submitted a false certification or that Firm is found to have been placed on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel, the District may, in its sole discretion, terminate this Agreement and seek a civil penalty and other damages and relief against the Firm, pursuant to Florida Statutes § 287.135. In addition, the District may pursue any and all other legal remedies against the Firm.

- q. Compliance with Laws. The Firm shall comply with all applicable laws, including but not limited to laws related to workplace safety, public contracting ethics, and laws concerning the protection and rights of employees, including but not limited to equal employment opportunity laws, minimum wage laws, immigration laws, the Davis Bacon Act, Americans with Disabilities Act, and the Fair Labor Standards Act.
- r. Immigration Compliance; E-Verify. Firm acknowledges that it is responsible for complying with the provisions of the Immigration Reform and Control Act of 1986, U.S.C. § 1324, et seq., and regulations relating thereto. Failure to comply with the above statutory provisions shall be considered a material breach and shall be grounds for immediate termination of this Agreement. The Firm’s employment of unauthorized aliens is a violation of § 274(e) of the Federal Immigration and Employment Act. The Firm shall utilize the U.S. Department of Homeland Security’s E-Verify system to verify the employment eligibility of all new employees hired during the term of this Agreement and shall require the same verification procedure of any subcontractors authorized by the District. Pursuant to Florida Statutes § 448.095(2), beginning January 1st 2021, Firm shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. Firm’s contract with the District cannot be renewed unless, at the time of renewal, Firm certifies in writing to the District that it has registered with and uses the E-Verify system. If Firm enters into a contract with a subcontractor, the subcontractor must provide the Firm with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and Firm shall maintain a copy of such affidavit for the duration of the contract. If Firm develops a good faith belief that any

subcontractor with which it is contracting has knowingly violated Florida Statutes § 448.09(1) (making it unlawful for any person knowingly to employ, hire, recruit, or refer, either for herself or himself or on behalf of another, for private or public employment within the state, an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States) Firm shall terminate the contract with the subcontractor. If the District develops a good faith belief that Firm has knowingly violated Florida Statutes § 448.09(1) (making it unlawful for any person knowingly to employ, hire, recruit, or refer, either for herself or himself or on behalf of another, for private or public employment within the state, an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States), District shall terminate this contract. Pursuant to Florida Statutes § 448.095(2)(c)(3), termination under the above circumstances is not a breach of contract and may not be considered as such.

- s. Waiver of Claims. Firm's acceptance of final payment for services provided under this Agreement shall constitute a full waiver of any and all claims by it against the District arising out of the service delivery or otherwise related to those services, except those previously made in writing and identified by Firm as unsettled at the time of the final payment. Neither the acceptance of Firm's services nor payment by the District shall be deemed to be a waiver of any of the District's rights against Firm.
- t. No Third-Party Beneficiary. This Agreement is for the benefit of the Parties and their respective successors and permitted assigns, and it is not the intent of the Parties to enter this Agreement for any other person's or entity's benefit.
- u. Merger. This Agreement, including any Addenda and referenced Schedules and Attachments hereto, constitutes the entire agreement between the parties hereto and shall supersede, replace, and nullify any and all prior agreements or understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or effect whatever on this Agreement.
- v. Applicable Law; Attorney Fees; Venue. Unless otherwise specified, this Agreement shall be governed by the laws, rules, and regulations of the State of Florida, and by the laws, rules, and regulations of the United States when providing Services funded by the United States government. Any litigation between the parties hereto, whether arising out of any claim or arising out of this Agreement or any breach thereof, shall be brought, maintained, and pursued only in the Sixteenth Judicial Circuit in and for Monroe County. In the event of litigation (including appellate proceedings) between the Parties related to the interpretation or enforcement of this Agreement, the Parties agree that each shall bear its own attorney fees and costs of action notwithstanding the outcome of such litigation. Venue of any such litigation between the Parties hereto shall lie and be only in the appropriate State courts of the State of Florida's Sixteenth Judicial Circuit in and for Monroe County, Florida. For purposes of jurisdiction and venue, the Parties agree that this Agreement is entered into in Monroe County, Florida. **IN ADDITION, THE PARTIES EXPRESSLY WAIVE ALL RIGHTS TO TRIAL BY JURY IN ANY LITIGATION INVOLVING THIS AGREEMENT.**
- w. Amendment. No modification or change in this Agreement shall be valid or binding upon the Parties unless in writing and executed by an authorized representative of the Party or Parties intended to be bound by it.
- x. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective authorized officers as of the Effective Date.

Key Largo Fire and EMS District

[FIRM]

By: _____
Tony Allen, Chairman

By: _____
[REPRESENTATIVE]

EXHIBIT 2:
PROPERTY RECORD CARD

Monroe County, FL

Disclaimer

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the data is intended for ad valorem tax purposes only and should not be relied on for any other purpose.

By continuing into this site you assert that you have read and agree to the above statement.

Summary

Parcel ID 00505750-000100
Account# 9103859
Property ID 9103859
Millage Group 500K
Location 1 EAST Dr, KEY LARGO
Address
Legal BK 13 LTS 1 THRU 5 AND THE W 13 FT LT 6 SUNSET COVE PB1-165 KEY
Description LARGO G2-157 OR66-449 OR131-366/67 OR471-150/51 OR472-106
 OR623-865 OR623-871 OR874-9/10PR OR1012-588/589PR OR1057-
 2268 OR2765-2232/2233
 (Note: Not to be used on legal documents.)
Neighborhood 10021
Property Class COUNTY (8600)
Subdivision SUNSET COVE BLOCKS 7-14
Sec/Twp/Rng 32/61/39
Affordable No
Housing



Owner

KEY LARGO FIRE RESCUE AND EMER MED SER DIST
 1 East Dr
 Key Largo FL 33037

Valuation

	2023 Certified Values	2022 Certified Values	2021 Certified Values	2020 Certified Values
+ Market Improvement Value	\$906,995	\$906,995	\$906,995	\$906,995
+ Market Misc Value	\$53,479	\$53,479	\$53,479	\$53,479
+ Market Land Value	\$102,570	\$102,570	\$102,570	\$102,570
= Just Market Value	\$1,063,044	\$1,063,044	\$1,063,044	\$1,063,044
= Total Assessed Value	\$1,063,044	\$1,063,044	\$1,063,044	\$1,063,044
- School Exempt Value	(\$1,063,044)	(\$1,063,044)	(\$1,063,044)	(\$1,063,044)
= School Taxable Value	\$0	\$0	\$0	\$0

Historical Assessments

Year	Land Value	Building Value	Yard Item Value	Just (Market) Value	Assessed Value	Exempt Value	Taxable Value	Maximum Portability
2022	\$102,570	\$906,995	\$53,479	\$1,063,044	\$1,063,044	\$1,063,044	\$0	\$0
2021	\$102,570	\$906,995	\$53,479	\$1,063,044	\$1,063,044	\$1,063,044	\$0	\$0
2020	\$102,570	\$906,995	\$53,479	\$1,063,044	\$1,063,044	\$1,063,044	\$0	\$0
2019	\$102,570	\$906,995	\$53,479	\$1,063,044	\$1,063,044	\$1,063,044	\$0	\$0
2018	\$102,570	\$906,995	\$53,479	\$1,063,044	\$1,063,044	\$1,063,044	\$0	\$0

The Maximum Portability is an estimate only and should not be relied upon as the actual portability amount. Contact our office to verify the actual portability amount.

Land

Land Use	Number of Units	Unit Type	Frontage	Depth
(8600)	31,560.00	Square Foot	0	120

Buildings

Building ID	6881	Exterior Walls	C.B.S.
Style	GROUND LEVEL	Year Built	1995
Building Type	COUNTY BLDGS C / 86C	EffectiveYearBuilt	2000
Building Name		Foundation	
Gross Sq Ft	7448	Roof Type	REINFORC CONC
Finished Sq Ft	7398	Roof Coverage	MIN/PAINT CONC
Stories	2 Floor	Flooring Type	CONC ABOVE GRD
Condition	AVERAGE	Heating Type	
Perimeter	458	Bedrooms	0
Functional Obs	0	Full Bathrooms	0
Economic Obs	0	Half Bathrooms	0
Depreciation %	30	Grade	300
Interior Walls	MASONRY/MIN	Number of Fire Pl	0

Code	Description	Sketch Area	Finished Area	Perimeter
OPX	EXC OPEN PORCH	50	0	0
FLA	FLOOR LIV AREA	7,398	7,398	0
TOTAL		7,448	7,398	0

Yard Items

Description	Year Built	Roll Year	Size	Quantity	Units	Grade
ASPHALT PAVING	1994	1995	0 x 0	1	4560 SF	2
CONC PATIO	1994	1995	0 x 0	1	8325 SF	2

Sales

Sale Date	Sale Price	Instrument	Instrument Number	Deed Book	Deed Page	Sale Qualification	Vacant or Improved	Grantor	Grantee
10/16/2015	\$175,000	Warranty Deed		2765	2232	18 - Unqualified	Improved		

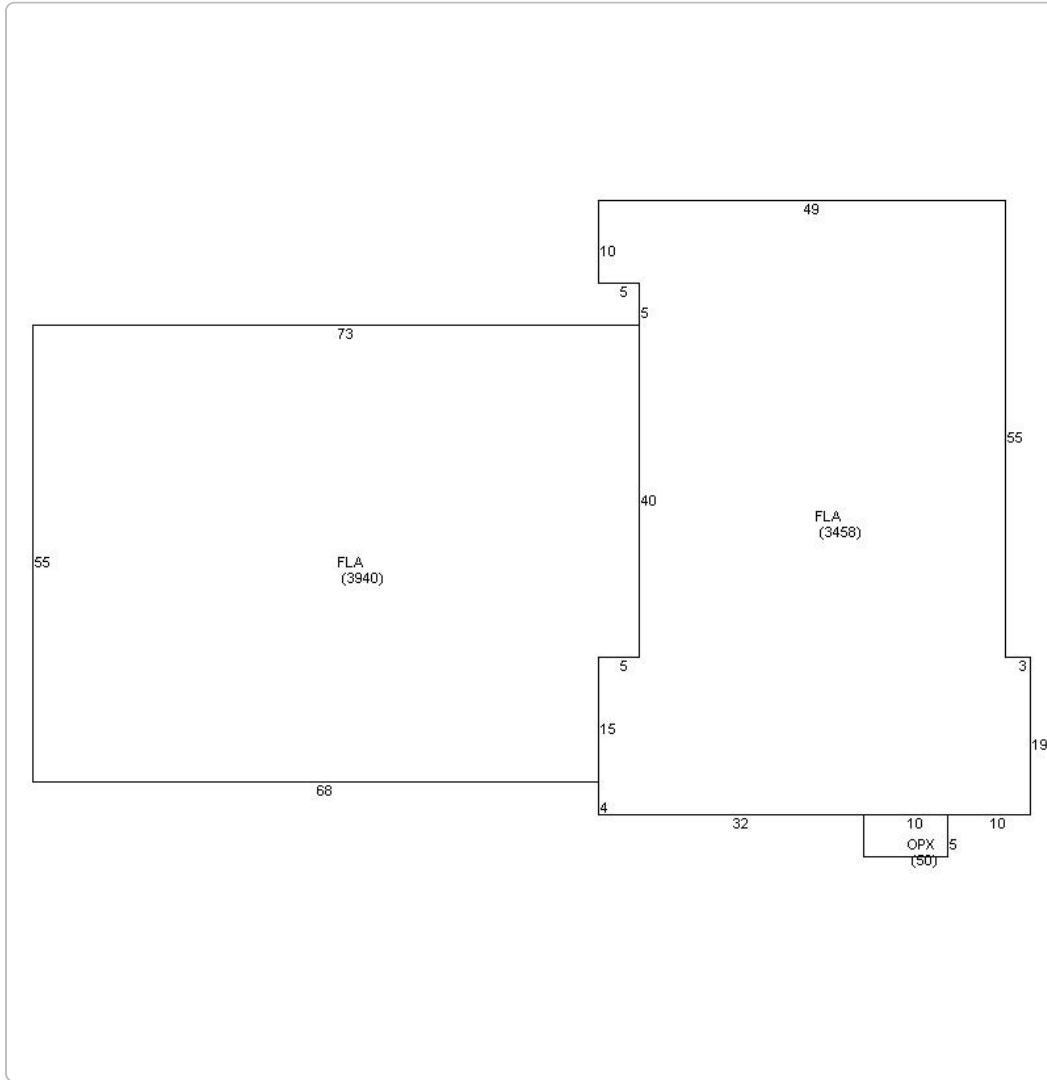
Permits

Number	Date Issued	Date Completed	Amount	Permit Type	Notes
03301904	4/30/2003	1/1/2004	\$0		REM/REP 3.5 TON C/U
95300151	4/1/1995	12/1/1995	\$0		ADDITION TO FIRE STATION

View Tax Info

[View Taxes for this Parcel](#)

Sketches (click to enlarge)



Photos





No data available for the following modules: TRIM Notice.

The Monroe County Property Appraiser's office maintains data on property within the County solely for the purpose of fulfilling its responsibility to secure a just valuation for ad valorem tax purposes of all property within the County. The Monroe County Property Appraiser's office cannot guarantee its accuracy for any other purpose. Likewise, data provided regarding one tax year may not be applicable in prior or subsequent years. By requesting such data, you hereby understand and agree that the [User Privacy Policy](#) | [GDPR Privacy Notice](#)
Last Data Upload: 12/15/2023, 4:04:51 AM

Contact Us

