



LEE COUNTY
SOUTHWEST FLORIDA
BOARD OF COUNTY COMMISSIONERS

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County Hearing Examiner

Dear Contractor:

SUBJECT: REQUEST FOR CONTRACTOR BIDDER'S LIST APPLICATION

ENCLOSURE (1): CONSULTANT APPLICATION

Thank you for your recent inquiry expressing interest in Lee County projects. We invite you to complete and submit the enclosed application. Upon receiving this submittal we will place your name on a mailing list for each profile code in which you indicate you have experience and interest. The appropriate category code experience list will be used when future announcements are mailed soliciting formal bids.

- **Application**
- **W9**
- **SF 330**
- **ACH Credit Agreement**
- **Professional Service Codes**

If any of the categories on the enclosed application are appropriate for your company's services, please only check off categories for which you are licensed to perform, as this information will be verified. You will not be placed on categories that you are not licensed to perform. It will be necessary that you have current insurance and licensing on file as outlined in the attached instructions in order to be placed on the bidder's list.

Please return the application to: Contracts Management
P.O. Box 398
Fort Myers, FL 33902
Or Fax to: **239-485.8335**

Thanks you for your interest in Lee County projects. If you have any questions regarding this application, please contact me at **239-533-8883**

Sincerely,

Amy Hofschneider

Amy Hofschneider
Contracts Management



LEE COUNTY
SOUTHWEST FLORIDA

P.O. BOX 398
FT. MYERS, FL 33902-0398

BIDDER/CONSULTANT APPLICATION

A/B Number _____
Date Received _____
Date Entered _____
Remittance Number _____

PLEASE PRINT OR TYPE THIS APPLICATION

TAX FILING STATUS: Check the box that applies to you and complete the appropriate fields below. For further explanation see reverse side of this form.

Individual/Sole Proprietor _____ Non-Profit Organization _____ Partnership _____ Corporation _____

Social Security # _____ Federal Tax ID # _____ TAX EXEMPT # _____

Business Name/DBA _____ Business Phone: _____

Individual Name _____ Fax Number: _____

Address _____ Pager Number: _____

_____ Cellular Number: _____

City _____ State _____ Zip Code _____

E-Mail Address or Internet Home Page (If Applicable) _____

Contact Name _____

CHECK IF IT APPLIES. For explanation/requirements see reverse side of this form.

Local Business _____ DBE _____ MBE _____ WBE _____ Certification # _____

MAILING ADDRESS FOR PAYMENTS IF DIFFERENT THAN ABOVE

Remittance Name _____

Remittance Address _____

City _____ State _____ Zip Code _____

LICENSING INFORMATION:

State Certified License No. _____ State Registration License No. _____

Lee County Local Business Tax Receipt No. _____

Lee County Competency (contractor) License No. _____

IMMIGRATION LAWS:

Lee County will not intentionally award County contracts to any contractor/vendor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 a(e) Section 274A(e) of the Immigration and Nationality Act (INA).

Lee County shall consider the employment by any Contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of the contract by Lee County.

HOLD HARMLESS AND INDEMNIFY CLAUSE

To the fullest extent permitted by applicable law, Contractor shall protect, defend, indemnify, save and hold the County, the Board of County Commissioners, its agents, officials, and employees harmless from and against any and all claims, demands, fines, loss or destruction of property, liabilities, damages, for claims based on the negligence, misconduct, or omissions of the Contractor resulting from the Contractor's work as further described in this contract, which may arise in favor of any person or persons resulting from the Contractor's performance or non-performance of its obligations under this contract except any damages arising out of personal injury or property claims from third parties caused solely by the negligence, omission(s) or willful misconduct of the County, its officials, commissions, employees or agents, subject to the limitations as set out in Florida general law, Section 768.28, Florida Statutes, as amended. Further, Contractor hereby agrees to indemnify the County for all reasonable expenses and attorney's fees incurred by or imposed upon the County in connection therewith for any loss, damage, injury or other casualty. Contractor additionally agrees that the County may employ an attorney of the County's own selection to appear and defend any such action, on behalf of the County, at the expense of the Contractor. The Contractor further agrees to pay all reasonable expenses and attorney's fees incurred by the County in establishing the right to indemnity.

TAX FILING STATUS INFORMATION:

If you are an individual, your Federal Tax ID# is your social security number (SSN).

For most non-individuals (such as trusts, estates, partnerships, sole proprietors, and similar entities), your Federal Tax ID# is the employer identification number (EIN).

A sole proprietor must furnish his or her individual name and either their SSN or the EIN for their sole proprietorship. In addition to his or her individual name, the sole proprietor must also furnish the business name for the sole proprietorship provided their name is listed before the business name. A sole proprietor must not furnish only the business name.

DISADVANTAGED BUSINESS ENTERPRISE GUIDELINES:

DBE is defined by Federal Register 49 CFR, part 23. A business firm which is at least 51 percent (51%) owned and controlled by disadvantaged/minority group members or women, or in the case of a publicly owned business, at least 51 percent (51%) of the stock of which is owned by disadvantaged/minority persons or women. The disadvantaged/minority or woman ownership must exercise actual day to day management and control of the business. If you feel you may meet the definition of DBE, and would like to receive further information, you are encouraged to contact Lee County Equal Opportunity Office at (239) 335-2221.

CHECK WHAT APPLIES:

Definitions of DBE (Disadvantaged Business Enterprise):

- "Black American" a person having origin in any of the Black racial groups of Africa;
- "Hispanic American" a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures of origins, regardless of race;
- "Native American" a person who are American Indians, Eskimos, Aleuts, or Native Hawaiians;
- "Asian-Pacific American" a person whose origins are from Japan, China, Taiwan, Korea, Vietnam, Laos, Cambodia, the Philippines, Samoa, Guam, the U.S. Trust Territories of the Pacific, and Northern Marianas, and
- "Asian-Indian American" a person whose origins are from India, Pakistan, and Bangladesh.
- Woman Owned Business Enterprise

LOCAL BIDDER QUALIFICATION

In accordance with Lee County Ordinance 00-10 Providing for a Bid Preference in an Amount Not to Exceed Three Percent (3%) of the Bid Price to Local Contractors on County Construction Bids. Only contractors who are on the County's "Local Contractor Bidders List" will be allowed to claim the Local Bidders' Preference. If your company would like to be considered for the Local Bidder's Preference, you must pre-qualify with Lee County by filling out the attached Affidavit. The affidavit will expire in ONE YEAR from the date signed. The Ordinance definitions of a local contractor are:

"Local Contractor shall mean; (a) any person, firm, partnership, company or corporation whose principal place of business in the sole opinion of the county, is located within the boundaries of Lee County, Florida; or (b) any person, firm, partnership, company or corporation that has provided goods or services to Lee County on a regular basis for the preceding consecutive five(5) years, and that has the personnel, equipment and materials located within the boundaries of Lee County sufficient to constitute a present ability to perform the service or provide the goods."

I hereby certify that the information supplied herein is correct:

Print or Type Name and Title	Signature	Date
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Authorization Agreement for ACH Credits

Enrollment Form

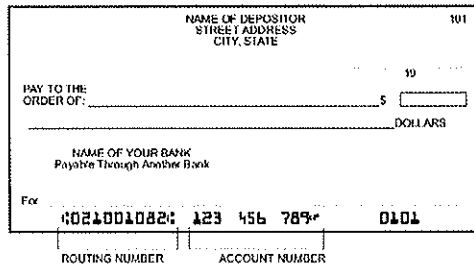
Dear Valued Vendor:

Lee County Contracts is now offering Automated Deposits (ACH Credits) to expedite your payment(s). If you choose to participate in the Automated Deposit Program, you will need to complete the Authorization Agreement for ACH Credits Enrollment Form and submit the completed form to the Division of Purchasing. If you wish to be notified of your ACH deposit details by email please include a valid email address in the space provided below. Your deposit information can also be viewed on your electronic bank statement by notifying your banks ACH department and requesting that addendum information be made viewable for your account. The file format for these payments is known as CTX. Your bank will need this information in order to activate the addendum feature.

Depository Bank Name: _____

City: _____ State: _____ Zip Code: _____

Routing Number: _____ Account Number: _____



Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Federal Tax ID: _____ Contact Name: _____

Phone: _____ Fax: _____

Email Address*: _____

* Note: Future email address change requests should be sent to APACH@ieeclerk.org

I (We) hereby authorize the Lee County Board of County Commissioners to initiate credit entries and/or correction entries to the financial institution and account number listed above. It is further agreed that if any part of the financial information is incorrect on this form your payment will be delayed until the funds are returned to the County's bank account. If you do not agree with all the above terms and conditions, your ACH Agreement will not be accepted. Please return this form to:

Lee County BOCC
Contracts Management
P.O. Box 398
Fort Myers, FL 33902

Phone: 239-533-8883
Fax: 239-485-8335

All future changes to the Financial Institution Information you have provided to us will require a new Enrollment Form to be completed and mailed to the above address.

Authorized Signature: _____ Date: _____

Printed Name: _____

PROFESSIONAL AND OTHER PROFESSIONAL SERVICES

ARCHITECTURAL SERVICES

90602 ACOUSTICS; NOISE ABATEMENT
 90607 ARCHITECT SERVICES
 90608 AUTOMATION CONTROLS
 90610 BUILDINGS - ARCH. DESIGN
 90612 BUILDING SANITATION
 90616 CHEMICAL PROCESSING & STORAGE
 90620 COMMUNICATIONS SYSTEMS
 90622 CORROSION CONTROL
 90624 DESALINIZATION FACILITIES
 90654 IRRIGATION; DRAINAGE; FLOOD
 90656 LANDSCAPE ARCHITECTURE
 90657 LAND & DEVELOPMENT & PLANNING
 90658 LIGHTING (INTERIOR, EXTERIOR)
 90662 PETROLEUM & FUEL STORAGE
 90668 POWER GENERATION, TRANSMISSION
 90672 RECREATION FACILITIES
 90674 RECYCLING SYSTEMS
 90678 SECURITY SYSTEMS
 90680 SEWAGE COLLECTION, TREATMENT & DISP.
 90682 SOLID WASTES; DISPOSAL SYSTEMS
 90684 TELEPHONE SYSTEMS
 90688 TOWERS - ARCHITECTURAL
 90692 UTILITIES (GAS, STEAM, ELECT)
 90693 VIDEO SYSTEMS DESIGN
 90694 WATER SUPPLY, TREATMENT & DIST.

ENGINEERING SERVICES

92507 AIR CONDITIONING, HEATING
 92515 CHEMICAL PROCESSING & STORAGE
 92517 CIVIL ENGINEERING
 92518 COASTAL ENGINEERING
 92519 CONCRETE ENGINEERING
 92521 CORROSION CONTROL
 92522 CONTROL SYSTEMS ENGINEERING
 92524 DESALINIZATION (FACILITIES)
 92528 DRAINAGE ENGINEERING
 92531 ELECTRICAL ENGINEERING
 92532 ELECTRONIC ENGINEERING
 92534 ENERGY MANAGEMENT
 92535 ENVIRONMENTAL ENGINEERING
 92538 FIELD ENGINEERING
 92539 FIRE PROTECTION ENGINEERING
 92542 FOUNDATION ENGINEERING
 92543 GAS SYSTEMS (PROPANE, NATURAL)
 92544 GENERAL CONSTRUCTION ENGINEERING
 92545 GEOLOGICAL ENGINEERING
 92548 HARBORS; JETTIES; PIERS
 92550 HYDROELECTRIC ENGINEERING
 92553 INDUSTRIAL ENGINEERING
 92555 INSPECTING, GENERAL
 92556 INSPECTING, STRUCTURAL
 92557 INSTRUMENTATION
 92558 IRRIGATION; DRAINAGE; FLOOD
 92561 LAND & DEVELOPMENT & PLANNING
 92567 MECHANICAL ENGINEERING
 92570 MUNICIPAL ENGINEERING
 92574 PETROLEUM & FUEL STORAGE & DIST.

92577 POLLUTION CONTROL ENGINEERING
 92578 POWER GENERATION, TRANSMISSION
 92580 RATE ENGINEERING
 92583 SANITARY ENGINEERING
 92584 SECURITY SYSTEMS
 92587 SEWAGE COLLECTION, TREATMENT
 92588 STRUCTURAL ENGINEERING
 92589 TELEPHONE SYSTEMS
 92593 TRAFFIC & TRANSPORTATION
 92595 UTILITIES (GAS, STEAM, ELECTRIC)
 92596 WASTE WATER TREATMENT
 92597 WATER SUPPLY, TREATMENT & DIST.

PLANNING SERVICES

90652 INTERIOR DESIGN, SPACE
 90664 PLANNING, URBAN
 90666 PLANNING, SITE (INSTALLATION & PROJ)
 96194 ZONING, LAND & USE STUDIES

TESTING & INSPECTION SERVICES

90742 GEOTECHNICAL SERVICES - SOILS
 90783 TESTING SERVICES
 91275 QUALITY CONTROL TESTING SERVICES,
 FOR CONSTRUCTION
 92658 LEAD & ASBESTOS INSPECTION
 92666 OIL/WATER SEPARATOR INSPECTION & TEST
 SOIL, & GROUNDWATER SAMPLING & ANAL.
 92685 STORM WATER DISCHARGE TESTING
 92688 SUBSURFACE TESTING, ENVIRONMENTAL
 92690 TANK TESTING/MANAGEMENT SERVICES
 92691 TESTING & MONITORING (AIR/ GAS/ WATER)
 96148 LABORATORY & FIELD TESTING
 98975 SOIL SAMPLING & PREPARATION
 99234 CONCRETE TESTING SERVICES
 99236 CORE SAMPLE TESTING (NOT CONCRETE)
 99255 MISC. TESTING & CALIBRATION
 99287 UNDERGROUND LEAK TESTING

CONSULTING SERVICES

91800 CONSULTING SERVICES, MISC.
 91804 ACCOUNTING/AUDITING/BUDGET
 91806 ADMINISTRATIVE
 91807 ADVERTISING
 91811 ANTHROPOLOGY
 91812 ANALYTICAL STUDIES & SURVEYS
 91813 ASBESTOS
 91814 APPRAISALS
 91815 ARCHITECTURAL
 91816 ARCHEOLOGICAL
 91817 AVIATION
 91819 BUILDINGS, STRUCTURES & COMPONENTS
 91826 COMMUNICATIONS: PUBLIC RELATIONS
 91827 COMMUNITY DEVELOPMENT
 91828 COMPUTER HARDWARE
 91829 COMPUTER SOFTWARE
 91831 CONSTRUCTION
 91835 DISADVANTAGED BUSINESS ENTERPRISE
 91838 EDUCATION & TRAINING

ENGINEERING SERVICES (CONTINUED)

Revised 10/16/2003

PROFESSIONAL AND OTHER PROFESSIONAL SERVICES (CONTINUED)

CONSULTING SERVICES (CONTINUED)

91841 ENERGY CONSERVATION
 91842 ENGINEERING
 91843 ENVIRONMENTAL
 91846 FEASIBILITY STUDIES
 91849 FINANCE/ECONOMICS
 91852 FOOD SERVICE
 91854 FURNISHINGS
 91855 GEOLOGICAL CONSULTING & STUDY
 91858 GOVERNMENTAL
 91862 HORTICULTURAL
 91865 HUMAN RELATIONS
 91866 HUMAN RESOURCES
 91867 HUMAN SERVICES
 91869 INSURANCE
 91870 INVENTORY
 91873 LANDSCAPING
 91874 LEGAL
 91875 MANAGEMENT
 91876 MARKETING
 91878 MEDICAL
 91879 MINORITY & SMALL BUSINESS
 91881 NATURAL DISASTERS (FIRE/FLOOD/WIND)
 91883 ORGANIZATIONAL DEVELOPMENT
 91885 PERSONNEL/EMPLOYMENT
 91887 PURCHASING
 91888 QUALITY ASSURANCE/CONTROL
 91889 REAL ESTATE/LAND
 91891 ROOFING
 91893 SECURITY/SAFETY
 91894 TRAFFIC
 91895 TELECOMMUNICATIONS
 91896 TRANSPORTATION
 91897 UTILITIES: GAS, WATER & ELECTRIC
 91898 URBAN PLANNING

MISC. OTHER PROFESSIONAL SERVICES

90505 AERIAL PHOTOGRAPHY
 90510 AERIAL SURVEYS
 90625 DRAFTSMAN SERVICES
 90648 HISTORICAL PRESERVATION SERVICES
 90735 DESIGNING SERVICES
 90738 DRAFTING SERVICES
 90779 SURVEYING SERVICES
 (NOT AERIAL/RESEARCH)
 91027 GARBAGE/TRASH REMOVAL & DISPOSAL
 91047 LEAD ABATÉMENT SERVICES
 91501 ADVERTISING AGENCY SERVICES
 91558 MAILING SERVICES
 92000 DATA/COMPUTER CONSULTANTS
 92615 AIR QUALITY MONITORING SERVICES
 92645 HAZARDOUS MATERIAL & WASTE SERVICES
 92676 RADIOACTIVE WASTE DISPOSAL SERVICES
 92677 RECYCLING SERVICES
 92695 WATER/WASTEWATER CONSERVATION
 SERV
 92696 WETLAND DELINEATIONS
 92697 WILDLIFE MANAGEMENT
 94612 ACTUARIAL SERVICES

MISC. OTHER PROFESSIONAL SERV (CONT)

94615 APPRAISAL SERVICES, REAL ESTATE
 94616 APPRAISAL SERVICES (NOT REAL ESTATE)
 94620 AUDITING SERVICES
 94625 BANKING SERVICES
 94629 CASH MANAGEMENT SERVICES
 94630 CASH/SECURITIES & BONDING SERVICES
 94648 FINANCIAL ADVISOR
 94656 INVESTMENT MANAGEMENT SERVICES
 94800 HEALTH RELATED SERVICES, MISC.
 94832 DIETICIAN SERVICES
 94842 HEALTH CARE MANAGEMENT
 94855 MEDICAL SERVICES (NON-PHYSICIAN)
 94874 PROFESSIONAL MEDICAL SERV. (INCLUDE
 PHYSICIANS, SPECIALISTS)
 94876 PSYCHOLOGISTS/PSYCHOLOGICAL SERV.
 94886 THERAPY, ALL TYPES
 95221 COUNSELING SERVICES
 95294 TRANSPORTATION SERVICES
 (HANDICAPPED, INCAPACITATED)
 96108 BUILDING MANAGEMENT SERVICES
 96120 CORRECTIONAL FACILITY MGMT. SERV.
 96121 COST ESTIMATING SERVICES
 96124 COURT REPORTING SERVICES
 96127 DECONTAMINATION SERVICES
 96128 ECONOMIC DEVEL. DOMESTIC & FOREIGN
 96130 EMPLOYMENT AGENCY & SEARCH FIRM
 96137 FLEET MANAGEMENT SERVICES
 96149 LEGAL SERVICES - ATTORNEYS
 96150 LEGAL SERVICES, DEPOSITIONS
 EXPERT WITNESS TESTIMONY
 96151 LOBBY SERVICES
 96153 MARKETING SERVICES
 96184 UTILITY MANAGEMENT SERVICE
 PRIVATIZING UTILITIES
 96222 CHEMICAL LABORATORY SERVICES
 96206 ANIMAL CARE SERVICES
 96247 INSURANCE & RISK MGMT. SERVICES
 96248 INTERIOR DESIGN/DECORATOR SERVICES
 96252 MAPPING SERVICES
 98846 LANDFILL SERVICES
 98859 MULCH/COMPOST PRODUCTION SERVICES

OTHER MISC. SERVICES (NOT OTHERWISE CLASSIFIED)

LIST:

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