



Upgrade Wheelchair Restraint Systems

Bid No: RTSX-180037-DS

Due November 1, 2017 @ 3pm (Local)

COPY

COACH CRAFTERS INC.

27530 County Road 561
Tavares, FL 32778

Gainesville RTS
General Government Procurement- City Hall
200 E University Ave, Room 339
Gainesville, FL 32601

October 30, 2017

RE: ITB No RTSX-180037DS Upgrade Wheelchair Restraints

Dear Ms. Sesco,

CoachCrafters, Inc. is pleased to submit our proposal for the purchase and installation of new wheelchair restraint systems into up to 19 Gillig Phantoms.

We have thoroughly familiarized ourselves with the Scope of Work specified in the ITB and agree to both the terms and conditions and to following the Scope set forth therein should CoachCrafters, Inc. be awarded this contract. The attached documents have been prepared in response to your solicitation & addendums 1, 2, & 3.

CoachCrafters has been rebuilding & retrofitting transit buses for agencies across the United States for 30 years and we complete the work described in the technical specifications daily. Our goal is to provide you with the highest quality workmanship, project management and value throughout every project. We are confident that RTS will be pleased with the outcome of this project if we are afforded the opportunity to complete it.

I am your primary point of contact regarding this contract. My contact information follows:

Phone: 800-334-2871 Office
352-742-7311 Fax
352-552-4290 Cell
E-mail: Johnna@coachcrafters.com
Address: 27530 CR 561
Tavares, FL 32778

Do not hesitate to contact me directly if you have questions or concerns. Thank you for the opportunity to earn your business.

Sincerely,



Johnna McQuinn
VP of Sales & Marketing

Johnna@coachcrafters.com
Office: 352-742-8111
Mobile: 352-552-4290 Fax: 352-742-7311
www.coachcrafters.com

**ADDENDUM NO. 1**

Date: September 25, 2017

Bid Date: November 1, 2017
at 3:00 P.M. (Local Time)

Bid Name: Upgrade Wheelchair Restraint Systems

Bid No.: RTSX-180037-DS

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. A non-mandatory pre-bid meeting has been set for October 17, 2017, 1:30pm, RTS Administration Building, 34 SE 13th Road, Gainesville, FL.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 1 by his or her signature below, **and a copy of this Addendum to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 1 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER:

CoachCrafters, Inc.

BY:

DATE:

10/30/17

**ADDENDUM NO. 2**

Date: October 17, 2017

Bid Date: November 1, 2017
at 3:00 P.M. (Local Time)

Bid Name: Upgrade Wheelchair Restraint Systems

Bid No.: RTSX-180037-DS

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. Any remaining questions are to be submitted in writing to the City of Gainesville Purchasing Division by Noon, October 20, 2017. Questions are to be submitted as follows:

Faxed (352) 334-3163
Attention: Daphyne Sesco
or
Email: sescoda@cityofgainesville.org

2. Find attached:

- Copy of the lobbying and blackout period definitions (Purchasing Procedure 41-423) distributed during non-mandatory pre-bid meeting
- Copy of the pre-bid meeting sign-in sheet

3. Daphyne Sesco, Purchasing Division, discussed bid requirements:

- Sign-in Sheet is circulating. Since this is not a mandatory meeting neither failure to sign-in nor non-attendance will result in bid response not being accepted.
- Verbal instruction does not change the terms of the solicitation – changes can only be made via a written addenda. Questions/Answers and topics of discussion addressed at this meeting will be available in an addendum for download through DemandStar.
- All communication, contact and/or correspondence must be with the buyer, Daphyne Sesco. Bidders who have contact with anyone other than the buyer (department, City elected officials, etc.) will be disqualified. Refer to the blackout period as defined in Section I, 5. page 5.
- Responses are to be received in the Purchasing office no later than 3:00 p.m. (local time) on November 1, 2017. Any bids after 3:00 p.m. on that date will not be accepted. Bids must be physically received in the City's Purchasing Department. Only hand-delivered responses are acceptable (i.e., in person or through a delivery service such as FedEx, UPS).

- Send questions in writing to Daphyne via fax or email. Any contact with staff other than the Purchasing representative may be basis for disqualification of your bid. Question submittal deadline is Noon, October 20, 2017.
- As Addenda are issued, the signature page should be included in the response acknowledging receipt of the addendum.

3. Paul Starling, Transit Maintenance Manager, gave an overview of the project; engineered solution developed with Gillig to retrofit pieces into kit to be used to update older restraint-type system. Buses were available to permit bidders to see the layout of 1) a bus that is up to standard, 2) buses that are to be upgraded.

4. Questions/Responses:

Question1: What buses are being upgraded?

Answer1: All buses being upgraded are 2001 Phantoms. We will be keeping them for another five years; this upgrade will provide safe and reliable restraint system.

Question2: What brand?

Answer2: American Seating.

Question3: Did Gillig design installation as well?

Answer3: No, but we can provide the layout (see "Attachment A-2006 phantom RTS 6 15 17SL-54948-000_1 Model (1)").

Question4: Are we looking at Phantom and other buses?

Answer4: Just Phantoms. We have two groups of Phantoms: one including 8 buses and the second including 11 buses; there are subtle differences between the buses.

Question5: What is your take on floor covering? Plugging with silicone?

Answer5: Intent is to permanently seal penetration points.

Question6: Work done onsite?

Answer6: There are two options for pricing: onsite and offsite. The City will only choose one of the options, not both.

Question7: Date for completion?

Answer7: No. We are aware that time will be needed for ordering kits, etc.

Question8: In kits – already got right design, fabric to match?

Answer8: Yes, contents match existing.

Question9: One installed yet?

Answer9: No installs have been done on this project.

Question10: Do we need to remove seats?

Answer10: No, there is currently 48" of clear space.

Question11: (While in Bus #556) Leave box or take out?

Answer11: **Demo box.**

Question12: Holes, void areas – how to handle?

Answer12: **Provide a permanent solution for holes, voids as best you can.**

Question13: Do any buses have this system?

Answer13: **Bus #567 has the same exact barrier and restraint system to be used in the upgrade of the 2001 year model buses.**

Question14: Can't be parts for this?

Answer14: **No.**

Question15: (While in Bus #548) Just placing one stanchion?

Answer15: **Yes, one per barrier.**

Question16: One kit fits both configurations?

Answer16: **Yes.**

Question17: Does barrier line up frame rail?

Answer17: **No, use backing plate to support per technical specifications.**

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 2 by his or her signature below, and a copy of this Addendum to be returned with proposal.

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 2 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER:

CoachCrafters, Inc.

BY:

DATE:

10/30/17

**ADDENDUM NO. 3**

Date: October 20, 2017

Bid Date: November 1, 2017
at 3:00 P.M. (Local Time)

Bid Name: Upgrade Wheelchair Restraint Systems

Bid No.: RTSX-180037-DS

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. The questions submittal deadline has passed; no additional questions will be answered.
2. Question/Response:

Question: The pricing page requires that we provide a price for each position, however the Gillig parts kit is a single price per bus, which includes both Left and Right Positions. Would RTS be willing to change the pricing page to a "per bus" price to match the parts availability?

Answer: Yes, we are willing to change to "per bus" pricing. Bidder must use the revised "BID PRICES" page that is included with this addendum instead of the one in the original bid package.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 3 by his or her signature below, and a copy of this Addendum to be returned with proposal.

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 3 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER:

CoachCrafters, Inc.

BY:

DATE:

10/30/17

Company Experience and Qualifications

CORPORATE PROFILE

GENERAL

- Created in 1985 to provide quality bus rebuilding and repair services nationwide
- Headquartered in Tavares, Florida just outside of Orlando since 2003
- Provides a wide variety of needed services to public and private agencies
- Dedicated to helping organizations maintain and enhance the value of their investment in transportation

KEY SERVICES

Specific Experience CoachCrafters has with Heavy-Duty Transit buses and Motor Coaches:

Running Repairs

- Air Conditioning
- Electrical
- Component replacement

Collision and Fire Damage Repairs

- Structural Repairs or Replacement
- Frame Straightening
- Component system repairs or replacement

Preventive Maintenance

- Fluids and adjustments
- Inspections
- Fluid Analysis

Warranty Administration

- Inspect and report failure covered by warranty
- Warranty claim processing

System Retrofits

- Wheelchair Lifts
- Restraint Systems
- HVAC Systems
- Electrical Systems
- Drive Trains
- Custom engineering projects
- Electric Cooling Systems

Full Rehabilitation and Refurbishment

- Interior
- Exterior
- Structure
- Frame
- All Major Components

Engine Repowering

- Extensive experience repowering transit buses

COMMITMENT TO QUALITY

- Provides detailed estimates to insure accurate view of requirements and needs
- Commitment to honest and open approach to providing services and materials
- Offers flexible approach by allowing customer to supply parts, if desired
- Provides support and service on a nationwide basis
- Invests in new and updated equipment to ensure quality work on your schedule.
- Encourages employees to continue training and updating certifications to stay up to date on new technologies.

CORPORATE HISTORY

1985 - CoachCrafters was incorporated in September 1985 under the name ABC Bus Manufacturing. The company was established to serve the public transportation industry.

1986 - The company completes its first major bus remanufacturing contract with City of Detroit. The company also entered into contracts with the Metropolitan Transit Commission in Minneapolis, Minnesota.

1988 - The company secures a contract with New York City to rebuild 100 RTS buses.

1990 - The company is sold to Wayne and Anne Wolf who change the name to CoachCrafters, Inc.

1998 - CoachCrafters Inc. moves corporate offices to Northfield, Minnesota and begins construction on a new 27,000 square foot repair facility.

1999 - CoachCrafters Inc. moves into their new facility, designed to accommodate all phases of coach repair, maintenance, remanufacture, rehabilitation and component retrofits.

2000 - CoachCrafters Inc. expands its service to include wheelchair installation and collision repair for motor coach operators.

2003 - CoachCrafters, Inc. opens a satellite facility near Orlando, Florida. The company now offers transit bus and motor coach sales and service at both locations.

2008 - The company expands its Florida operation and service center and closes the Minnesota service center.

2011 - The CoachCrafters, Inc Board of Directors becomes a female majority and becomes DBE certified in 12 states.

2013 - CoachCrafters, Inc. adds new members Jake Wolf & Johnna McQuinn to the Board.

2017 - CoachCrafter opens Retail Service Center to accommodate the needs of local operators.

DESCRIPTION OF BIDDER'S MAINTENANCE FACILITY

CoachCrafters operates a Bus Rebuilding facility in Tavares, Fl. We have 24,000 sq. ft. under roof. Our facility includes a 60 ft. paint booth, a complete welding facility, 12 fully equipped mechanical bays with 10 sets of bus lifts. All work bays are supported with air, electrical, and a full complement of shop equipment.

CoachCrafters has on average 900 hours available weekly. Many of our technicians are multi-skilled with at least two skill areas. CoachCrafters employs 38 technicians including two ASE Master Technicians and four certified welders. Many of our technicians have a variety of ASE and other certifications and specialties needed in refurbishment, repower, and major collision projects.

In option II - All work will be done on premises and CoachCrafters, Inc.



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
2005 Apalachee Pkwy
Tallahassee, Florida 32399-6500

#170561D

August 30, 2017

COACHCRAFTERS, INC.
27530 COUNTY ROAD 561
TAVARES, FL 32778-9460

SUBJECT: Motor Vehicle Repair Shop Registration MV49722

Your application for registration as a motor vehicle repair shop as required by section 559.904, Florida Statutes, has been received and processed.

Your registration certificate appears below. This registration certificate will expire September 10, 2019.

Your registration number is required by law to be placed on your invoice forms. The registration number is also required to be included in advertisements which are placed in a newspaper, magazine or directory.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Bureau of Compliance, at 800-435-7352 or 850-410-3800.

Cut Here



POST CERTIFICATE
CONSPICUOUSLY

State of Florida
Department of Agriculture and Consumer Services
Division of Consumer Services
2005 Apalachee Pkwy
Tallahassee, Florida 32399-6500

Registration No.: **MV49722**
Issue Date: August 29, 2017
Expiration Date: September 10, 2019

Motor Vehicle Repair Registration Certificate

Chapter 559, Florida Statutes
GOOD ONLY FOR THE LOCATION LISTED BELOW

COACHCRAFTERS, INC.
27530 COUNTY ROAD 561
TAVARES, FL 32778-9460

ADAM H. PUTNAM
COMMISSIONER OF AGRICULTURE

This is to certify that the Motor Vehicle Repair Shop whose name and address are shown above has registered and paid the prescribed fee (based on the declared number of mechanics, technicians, and helpers) as required by s. 559.904 F.S. and is authorized to perform Motor Vehicle Repairs at the location shown above.



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
2005 Apalachee Pkwy
Tallahassee, Florida 32399-6500

#170561D

September 4, 2015

COACHCRAFTERS, INC.
27530 COUNTY ROAD 561
TAVARES, FL 32778-9460

SUBJECT: Motor Vehicle Repair Shop Registration MV49722

Your application for registration as a motor vehicle repair shop as required by section 559.904, Florida Statutes, has been received and processed.

Your registration certificate appears below. This registration certificate will expire September 10, 2017.

Your registration number is required by law to be placed on your invoice forms. The registration number is also required to be included in advertisements which are placed in a newspaper, magazine or directory.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Bureau of Compliance, at 800-435-7352 or 850-410-3800.

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State of Florida
Department of Agriculture and Consumer Services
Division of Consumer Services
2005 Apalachee Pkwy
Tallahassee, Florida 32399-6500

Registration No.: **MV49722**
Issue Date: September 3, 2015
Expiration Date: September 10, 2017

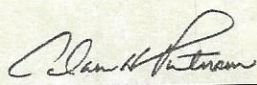
POST CERTIFICATE
CONSPICUOUSLY

Motor Vehicle Repair Registration Certificate

Chapter 559, Florida Statutes
GOOD ONLY FOR THE LOCATION LISTED BELOW

COACHCRAFTERS, INC.
27530 COUNTY ROAD 561
TAVARES, FL 32778-9460

OWNED BY:
COACHCRAFTERS, INC.


ADAM H. PUTNAM
COMMISSIONER OF AGRICULTURE

This is to certify that the Motor Vehicle Repair Shop whose name and address are shown above has registered and paid the prescribed fee (based on the declared number of mechanics, technicians, and helpers) as required by s. 559.904 F.S. and is authorized to perform Motor Vehicle Repairs at the location shown above.



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
2005 Apalachee Pkwy
Tallahassee, Florida 32399-6500

September 5, 2013

COACHCRAFTERS, INC.
27530 COUNTY ROAD 561
TAVARES, FL 32778-9460

SUBJECT: Motor Vehicle Repair Shop Registration MV49722

Your application for registration as a motor vehicle repair shop as required by section 559.904, Florida Statutes, has been received and processed.

Your registration certificate appears below. This registration certificate will expire September 10, 2015.

Your registration number is required by law to be placed on your invoice forms. The registration number is also required to be included in advertisements which are placed in a newspaper, magazine or directory.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Bureau of Compliance, at 800-435-7352 or 850-922-2966.

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State of Florida
Department of Agriculture and Consumer Services
Division of Consumer Services
2005 Apalachee Pkwy
Tallahassee, Florida 32399-6500

Registration No.: **MV49722**
Issue Date: September 5, 2013
Expiration Date: September 10, 2015

POST CERTIFICATE
CONSPICUOUSLY

Motor Vehicle Repair Registration Certificate

Chapter 559, Florida Statutes
GOOD ONLY FOR THE LOCATION LISTED BELOW

COACHCRAFTERS, INC.
27530 COUNTY ROAD 561
TAVARES, FL 32778-9460

OWNED BY:
COACHCRAFTERS, INC.

ADAM H. PUTNAM
COMMISSIONER OF AGRICULTURE

This is to certify that the Motor Vehicle Repair Shop whose name and address are shown above has registered and paid the prescribed fee (based on the declared number of mechanics, technicians, and helpers) as required by s. 559.904 F.S. and is authorized to perform Motor Vehicle Repairs at the location shown above.



Florida Department of Agriculture and Consumer Services
 Division of Consumer Services
 2005 Apalachee Pkwy
 Tallahassee, Florida 32399-6500

September 12, 2011

COACHCRAFTERS, INC.
 27530 COUNTY ROAD 561
 TAVARES, FL 32778-9460

SUBJECT: Motor Vehicle Repair Shop Registration MV49722

Your application for registration as a motor vehicle repair shop as required by section 559.904, Florida Statutes, has been received and processed.

Your registration certificate appears below. This registration certificate will expire September 10, 2013.

Your registration number is required by law to be placed on your invoice forms. The registration number is also required to be included in advertisements which are placed in a newspaper, magazine or directory.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Bureau of Compliance, at 800-435-7352 or 850-922-2966.

Cut Here



POST CERTIFICATE
 CONSPICUOUSLY

State of Florida
 Department of Agriculture and Consumer Services
 Division of Consumer Services
 2005 Apalachee Pkwy
 Tallahassee, Florida 32399-6500

Registration No.: **MV49722**
 Issue Date: September 12, 2011
 Expiration Date: September 10, 2013

Motor Vehicle Repair Registration Certificate

Chapter 559, Florida Statutes
 GOOD ONLY FOR THE LOCATION LISTED BELOW

COACHCRAFTERS, INC.
 27530 COUNTY ROAD 561
 TAVARES, FL 32778-9460

OWNED BY:
 COACHCRAFTERS, INC.

ADAM H. PUTNAM
 COMMISSIONER OF AGRICULTURE

This is to certify that the Motor Vehicle Repair Shop whose name and address are shown above has registered and paid the prescribed fee (based on the declared number of mechanics, technicians, and helpers) as required by s. 559.904 F.S. and is authorized to perform Motor Vehicle Repairs at the location shown above.

Of the bus rebuilders doing business in America, CoachCrafters, Inc. is, by design, smaller in size and capacity. For over 30 years, business owners Wayne & Anne Wolf have committed to providing personalized, quality service to public agencies & private bus operators across the United States.

- We have never defaulted on a contract in all our years of business.
- Successful Completion of contracts ranging from 1 bus to over 100 buses.
- We work with your schedule, whether that means expediting completion (parts availability permitting) or holding until funding is secured.
- We adjust staff and hours as needed to ensure each project is completed within the required timeframe.
- We have developed partnerships with manufacturers to ensure the support needed to get parts in a timely manner.
 - We are the only bus rebuilder in the nation that performs warranty work for Gillig.
- We are currently working with agencies in Florida, Georgia, Louisiana, North Carolina, Alabama, Virginia, Pennsylvania & Massachusetts but have also done work in the Midwest and Southwest.

Proposed Project Manager

Robert Flowers
Robertf@coachcrafters.com
352-742-8111 phone
352-742-7311 fax
27530 CR 561
Tavares, FL 32778

A list of projects that included wheelchair restraint upgrades from the past 5 years is found on the following pages. The vast majority of our customers become repeat customers and in some cases, I have included the total # of buses we have completed over the course of multiple contracts or through several years of options in an effort to limit redundancies.

We generally provide 100% of services, with the exceptions of subletting to Thermoking for the Cape Cod HVAC rebuild.

Cambria County Transit Authority 2 - 30' Gillig Overhauls

Address: 502 Maple Ave

Johnstown, PA 15901

Contract Administrator: Bernie Walkowsky

Phone Number: (814)5353-5526 ext 221

E-mail: bwalkowsky@camtranbus.com

October 2016 – Present

\$ 400,000.00

The project consisted of complete inspection and repair or replacement of:

- New destination signs
- Driver compartment including seat
- Body panels
- New door asm
- Replace lower extrusion posts
- Paint including window frames
- New flooring
- Wheelchair lift Retrofit
- Replace Wheelchair Restraints
- Axle rebuild
- Engine & Transmission Replacement
- Steering rebuild
- Suspension rebuild
- Brake rebuild
- Air valve system
- HVAC rebuild

Chatham Area Transit System 13 – 2003 & 2006 Gillig LF Overhauls

Address: 900 E Gwinnett St.

Savannah, GA 31401

Contract Administrator: Steve Boatright

Phone Number: (912) 629-3921

E-mail: steve.boatright@catchacat.org

August 2016 – Present

\$ 2,300,000

The project consisted of complete inspection and repair or replacement of:

- New destination signs
- Driver compartment including seat
- Body panels
- New door asm
- Replace lower extrusion posts
- Paint including window frames
- New flooring
- Wheelchair lift

- Axle rebuild
- Engine & Transmission Replacement
- Steering rebuild
- Suspension rebuild
- Brake rebuild
- Air valve system
- HVAC rebuild
- Retrofit Wheelchair Restraint System

Cape Cod Regional Transit Authority *12 35' Gillig Overhauls*

Address: 40 American Way
 South Dennis, MA 02660

Contract Administrator: Peter Doolittle

Phone Number: (508)385-1430 ext 104

E-mail: pdoolittle@capecodrta.org

October 2014 – June 2017

\$2,226,000.00

The project consisted of complete inspection and repair or replacement of:

- New destination signs
- Driver compartment including seat
- Body panels
- Paint including window frames
- New flooring
- Wheelchair lift Retrofit
- Axle rebuild
- Engine & Transmission Replacement
- Steering rebuild
- Suspension rebuild
- Brake rebuild
- Air valve system
- HVAC rebuild
- New Wheelchair Restraints

Hampton Roads Transit *Rehabilitation of 28 Gillig LF Buses 1999-2002*

Address: 3400 Victoria Blvd.
 Hampton, Virginia 23661

Contract Administrator: Michael Perez

Phone Number: (757) 222-6691

E-mail: mperez@hrtransit.org

April 2015 – Present

\$6,000,000.00

The project consists of complete inspection and repair or replacement of:

- Installation of reconditioned engine and transmission
- Suspension rebuild
- Brake rebuild
- Destination signs as needed
- Driver compartment including seat
- Paint including window frames
- New subfloor and floor covering
- LED lighting
- EMP retrofit
- Wheel chair lift retrofit
- Replace Wheelchair Restraints
- Structural repairs
- Fire Suppression System retrofit
- Battery Compartment rebuild
- Air Valves replacement

Brockton Area Transit *12 Gillig Half Life Restoration*

Address: 155 Court St.
 Brockton, MA 02301

Contract Administrator: Michael Blondin

Phone Number: (508) 638-5985

E-mail: mblondin@ridebat.com

January 2013- October 2016

\$1,500,000.00

The project consisted of complete inspection and repair or replacement of:

- New destination signs
- Driver compartment including seat
- Body panels
- Paint including window frames
- New flooring
- Wheelchair lift Retrofit
- Replace Wheelchair Restraints
- Axle rebuild
- Engine & Transmission Replacement
- Steering rebuild
- Suspension rebuild
- Brake rebuild
- Air valve system

Walt Disney World

61 Transit Bus Flooring Overhaul & 246 Bus Q-Pod Installation

2012-2015

\$2,100,000

Contract Administrator:

Walt Disney World Co.

5275 North Center Drive

Lake Buena Vista, FL 32838

Jim Sanders

(407) 824-5495

James.d.sanders@disney.com

The project consisted of inspection and replacement of:

- Floors and flooring
- Remove of original wheelchair restraint system
- Installation of new Q-Pod System

Hampton Roads Transit

Overhaul of 8 Optima Buses & 4 Gillig Buses

Address: 3400 Victoria Blvd.

Hampton, Virginia 23661

Contract Administrator: Michael Perez

Phone Number: (757) 222-6691

E-mail: mperez@hrtransit.org

March 2013 – April 2014

\$1,900,000

The project consists of complete inspection and repair or replacement of:

- Installation of reconditioned engine and transmission
- Suspension rebuild
- Brake rebuild
- New destination signs
- Driver compartment including seat
- Paint including window frames
- New flooring
- LED lighting
- Replace radiator/alternator
- Wheel chair lift replace
- Replace Wheelchair Restraints
- EMP retrofit on the 4 Gillig

Workplan and Timetable

CoachCrafters, Inc. General Overview

CoachCrafters, Inc. is a small company dedicated to helping public and private organizations maintain and enhance the value of their transportation investments. Originally incorporated in Minnesota in 1985, the company is now located in the central Florida city of Tavares.

The company's workforce consists of ASE-certified and skilled mechanics, paint and body technicians and administrative staff. Currently, 45 individuals are employed by the company in the following capacities:

- 38 Permanent Full-Time Technicians
- 3 Full time administrative support staff
- 5 Full time Managers

We employ a Quality Control Specialist whose main focus is complete thorough incoming, gateway & final inspections in addition to ensuring the parts list is complete and accurate for each bus. This helps CoachCrafters identify parts issues earlier, ultimately helping us maintain our schedule.

Workplan & Timetable

Once award has been made, CCI will order the wheelchair restraint kits (PN 82-91347-000) from Gillig Corp to be drop shipped. These currently hold an 8 week lead time. We will send our project lead up to RTS to check in the parts once they have arrived. Any parts issues will be identified and rectified before we begin the retrofit.

Once parts are staged and complete, we will send a three-man team to complete 2-3 buses per day. Our technicians will provide their own tools but will need RTS lifts. We will work Monday – Friday with anticipated completion on day 7, clean up and closeout on day 8.

If CCI were to complete the work at our facility in Tavares, we would complete one bus per day and the timeline would extend to 4 weeks.

As such, our proposed timeline follows:

12/1/17 – NTP
2/5/18 - Parts are checked in at RTS
2/12/18 – First Article completed and accepted
2/12/18 – Continue production
2/21/18 - Complete final bus
2/22/18 - Project Closeout

INSTALLATION PROCEDURES

Remove existing securement system both curbside and street side of the bus.

A new barrier will be installed in each wheel chair position. The Barrier will be mechanically fastened through the sub floor using a metal backing plate measuring a minimum of 1/8" thickness and span 1.5 times the dimension of the flange that it is backing. The fasteners used shall be grade 8 using lock nuts and shall be torqued to the specification for the size fastener utilized. Once torqued all bolt heads will be marked using a permanent yellow paint pen.

A new stanchion will be installed in each wheel chair position attaching the barrier to the interior roof of the bus.

A new front restraint module assembly will be installed in each wheel chair position per manufacturer's installation guidelines. The module will be mechanically fastened through the sub floor using a metal backing plate measuring a minimum of 1/8" thickness and span 1.5 times the dimension of the flange that it is backing. The fasteners used shall be grade 8 using lock nuts and shall be torqued to the specification for the size. Once torqued all bolt heads will be marked using a permanent yellow paint pen. Check operation.

Seal all holes in subfloor & floor covering left by original equipment. Clean interior of bus.

PARTS PER BUS:

Gillig Kit # 82-91347-000

1-LH Barrier arm w/belts
1-RH Barrier arm w/belts
1-LH Restraint module arm w/belts
1-RH Restraint module arm w/belts
1-LH Stanchion pole and fittings
1-RH Stanchion pole and fittings

Mounting hardware
8 - 1/8" backing plates

Certifications and Forms

BID FORM

TO: **City of Gainesville, Florida**
200 East University Avenue
Gainesville, Florida 32601

PROJECT: **Upgrade Wheelchair Restraint Systems**

BID#: **RTSX-180037-DS**

BID DUE DATE: **November 1, 2017 at 3:00 p.m. local time**

CITY'S REPRESENTATIVE (to be contacted for additional information on this proposal):

Name: _____ Telephone Number: **352-334-5021**
 Fax Number: **352-334-3163**
 Email address: _____

Bidder Legal Name: CoachCrafters, Inc.

Bidder Alias/DBA: _____

Bidder's Address: 27530 CR 561
Tavares, Fl 32778

BIDDER'S REPRESENTATIVE (to be contacted for additional information on this proposal):

Name: Johnna McQuinn Telephone Number 352-552-4290
 Date: 10/30/17 Fax Number 352-742-7311
 Email address johnna@coachcrafters.com

BIDDER'S DECLARATION AND UNDERSTANDING

The undersigned, hereinafter called the Bidder, declares that the only person or parties interested in this Bid are those named herein, that this Bid is, in all respects, fair and without fraud, that it is made without collusion with any official of the City, and that the Bid is made without any connection or collusion with any person submitting another Bid on this contract.

The Bidder further declares that no City Commissioner, other City officer, or City employee directly or indirectly owns more than five percent of the total assets or capital stock of the bidding entity, nor will directly or indirectly benefit by more than five percent from the profits or emoluments of this contract. (For purposes of this paragraph, indirect ownership or benefit does not include ownership or benefit by a spouse or minor child.)

The Bidder further declares that it has carefully examined the Specifications and that this Bid is made according to the provisions and under the terms of the Specifications, which Specifications are hereby made a part of this Bid.

Bidder further declares that any deviation from the specifications are explained on separate sheets labeled Clarifications and Exceptions attached to this Bid Form and that each deviation is itemized by number and specifically refers to the applicable specification paragraph and page.

ADDENDA

The Bidder hereby acknowledges receipt of Addenda No.'s 1, 2, 3, to these Specifications.

TAXES

The Bidder agrees that any applicable Federal, State and Local sales and use taxes, which are to be paid by City of Gainesville, are included in the stated bid prices. Since often the City of Gainesville is exempt from taxes for equipment, materials and services, it is the responsibility of the Contractor to determine whether sales taxes are applicable. The Contractor is liable for any applicable taxes which are not included in the stated bid prices.

**ADDENDUM NO. 3**

Date: October 20, 2017

Bid Date: November 1, 2017
at 3:00 P.M. (Local Time)

Bid Name: Upgrade Wheelchair Restraint Systems

Bid No.: RTSX-180037-DS

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. The questions submittal deadline has passed; no additional questions will be answered.
2. Question/Response:

Question: The pricing page requires that we provide a price for each position, however the Gillig parts kit is a single price per bus, which includes both Left and Right Positions. Would RTS be willing to change the pricing page to a "per bus" price to match the parts availability?

Answer: Yes, we are willing to change to "per bus" pricing. Bidder must use the revised "BID PRICES" page that is included with this addendum instead of the one in the original bid package.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 3 by his or her signature below, and a copy of this Addendum to be returned with proposal.

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 3 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER:

CoachCrafters, Inc.

BY:

DATE:

10/30/17

*****REVISED*****

BID PRICES

The undersigned hereby proposes and agrees, if this bid is accepted, to perform the work in accordance with the specifications for the prices bid below. **Award will be for either OPTION 1 or OPTION 2, not both.**

*****It is the desire of the City to retrofit as many buses listed below as possible. However, due to budgetary limitations, the City cannot guarantee retrofitting all buses cited on the bid form.**

OPTION 1: Purchase/Retrofit Service (On-Site at RTS)	PRICE PER BUS
All labor, materials, equipment, and supplies necessary to purchase, remove, install, and retrofit one (1) bus. Upgrades may be performed in up to eight (8) 2001 Gillig Transit Bus 40' SL-46036 in accordance with bid specifications.	\$ <u>6,450.00</u> /per bus
All labor, materials, equipment, and supplies necessary to purchase, remove, install, and retrofit one (1) bus. Upgrades may be performed in up to 11 (eleven) 2001 Gillig Transit Bus 40' SL-2512826 in accordance with bid specifications.	\$ <u>6,450.00</u> /per bus
OPTION 2: Purchase/Retrofit Service (Off-Site at Bidder's Location)	PRICE PER BUS
All labor, materials, equipment, and supplies, <i>including pickup and delivery of each bus</i> , necessary to purchase, remove, install, and retrofit one (1) bus. Upgrades may be performed in up to eight (8) 2001 Gillig Transit Bus 40' SL-46036 in accordance with bid specifications.	\$ <u>7,000.00</u> /per bus
All labor, materials, equipment, and supplies, <i>including pickup and delivery of each bus</i> , necessary to purchase, remove, install, and retrofit one (1) bus. Upgrades may be performed in up to 11 (eleven) 2001 Gillig Transit Bus 40' SL-2512826 in accordance with bid specifications.	\$ <u>7,000.00</u> /per bus

ADDITIONAL BIDDER INFORMATION

Bidder's Motor Vehicle Repair License/Permit #: MV49722

Are you proposing use of subcontractor: Yes X No

If yes, provide name of Bidder's Subcontractor: _____

Provide Subcontractor's Motor Vehicle Repair License/Permit #: _____

Does Bidder have a minimum of five (5) years of business experience in transit bus repair and or overhaul? X Yes No

NOTE: THE PRICES SET FORTH ABOVE SHALL BE CONSIDERED FIRM BIDS NOT SUBJECT TO PRICE ADJUSTMENT UNLESS BIDDER'S PROVISIONS FOR PRICE ESCALATION ARE STATED ON A SEPARATE SHEET ATTACHED TO THE BID.

NOTE: THE CITY RESERVES THE RIGHT TO AWARD THIS BID ON THE BASIS OF EACH LINE INDIVIDUALLY, ANY COMBINATION OF LINE ITEMS OR ALL LINE ITEMS COMBINED AS IT DETERMINES TO BE IN ITS BEST INTEREST. THE CITY RESERVES THE RIGHT TO NOT AWARD ANY LINE ITEM AS IT DETERMINES TO BE IN ITS BEST INTEREST. THE CITY RESERVES THE RIGHT TO NEGOTIATE PRICING FOR LIKE ITEMS OF DIFFERING SIZES NOT SPECIFICALLY COVERED IN THIS BID.

NOTE: THE CITY RESERVES THE RIGHT TO ADD OR DELETE LOCATIONS, SERVICES, ITEMS, MATERIALS OR ANY OTHER ASPECTS OF CONSIDERATION FROM THIS CONTRACT SHOULD IT BE IN THE BEST INTEREST OF THE CITY. THE CONTRACT PRICE WILL BE ADJUSTED ACCORDINGLY UPON MUTUAL NEGOTIATION AND AGREEMENT OF THE CONTRACTOR AND THE CITY'S REPRESENTATIVE.

QUALIFIED LOCAL SMALL AND/OR DISABLED VETERAN BUSINESS STATUS (check one)

Is your business qualified as a Local Small Business in accordance with the City of Gainesville Small and Service-Disabled Veteran Business Program? (Refer to Definitions) ☐ YES ☒ NO

Is your business qualified as a Local Service-Disabled Veteran Business in accordance with the City of Gainesville Small and Service-Disabled Veteran Business Program? (Refer to Definitions) ☐ YES ☒ NO

SIGNATURE ACKNOWLEDGES THAT: (check one)

☒ Bid is in full compliance with the Specifications.

☐ Bid is in full compliance with specifications except as specifically stated and attached hereto.

Signature also acknowledges that Bidder has read the cur Federal Transit Administration requirements (refer to the Technical Specifications) and agrees that the provisions thereof shall apply to this bid.

(CORPORATE SEAL)

ATTEST:

BIDDER:

Jackie Guerra
Signature

By: _____

Title: VP Admin.

Johnna C. Quinn
Signature

By: Johnna McQuinn

Title: VP of Sales & Marketing

CONTRACTOR RESPONSIBILITY CERTIFICATION

The Bidder is required to certify compliance with the following contractor responsibility standards by checking appropriate boxes. For purposes hereof, all relevant time periods are calculated from the date this Certification is executed.

	YES	NO
1. Has the firm been suspended and/or debarred by any federal, state or local government agency or authority in the past three years?		X
2. Has any officer, director, or principal of the firm been convicted of a felony relating to your business industry?		X
3. Has the firm defaulted on any project in the past three (3) years?		X
4. Has the firm had any type of business, contracting or trade license revoked or suspended for cause by any government agency or authority in the past three (3) years?		X
5. Has the firm been found in violation of any other law relating to its business, including, but not limited to antitrust laws, licensing laws, tax laws, wage or hour laws, environmental or safety laws, by a final unappealed decision of a court or government agency in the past three (3) years, where the result of such adjudicated violation was a payment of a fine, damages or penalty in excess of \$1,000?		X
6. Has the firm been the subject of voluntary or involuntary bankruptcy proceedings at any time in the past three (3) years?		X
7. Has the firm successfully provided similar products or performed similar services in the past three (3) years with a satisfactory record of timely deliveries or on-time performance?	X	
8. Does the firm currently possess all applicable business, contractor and/or trade licenses or other appropriate licenses or certifications required by applicable state or local laws to engage in the sale of products or services?	X	
9. Does the firm have all the necessary experience, technical qualifications and resources, including but not limited to equipment, facilities, personnel and financial resources, to successfully provide the referenced product(s) or perform the referenced service(s), or will obtain same through the use of qualified, responsible subcontractors?	X	
10. Does the firm meet all insurance requirements per applicable law or bid specifications including general liability insurance, workers' compensation insurance, and automobile liability insurance?	X	
11. Firm acknowledges that it must provide appropriate documentation to support this Contractor Responsibility Certification if so requested by the City of Gainesville. The firm also understands that the City of Gainesville may request additional information or documents to evaluate the responsibility of firm. Firm agrees to provide such additional information or supporting documentation for this Certification.	X	

Under the penalty of perjury, the Bidder's authorized representative hereby certifies that all information included in the Contractor Responsibility Certification or otherwise submitted for purposes of determining the Bidder's status as a responsible contractor is true, complete and accurate and that he/she has knowledge and authority to verify the information in this certification or otherwise submitted on behalf of the Bidder by his or her signature below.

Bidder Name: COACHCRAFTERS, INC.

Name/Title of person completing this form: Johnna McQuinn, VP of Sales & Marketing

Signature: _____

Date: _____

10/30/17

COACHCRAFTERS INC.

27530 County Road 561
Tavares, FL 32778

October 30, 2017

To: General Government Procurement
City Hall
200 E University Ave, Room 339
Gainesville, FL 32601

From: Anne Wolf, CEO

Subject: Upgrade Wheelchair Restraint Systems - Bid No: RTSX-180037-DS

Following is a copy of the Company's current corporate liability insurance certificate.

If CoachCrafters, Inc. is awarded this contract, the certificate will be modified to identify City of Gainesville, Florida as the certificate holder:

General Government Procurement
City Hall
200 E University Ave, Room 339
Gainesville, FL 32601

It would be faxed directly to City of Gainesville, Florida by our agent, David Smith.

Anne@Coachcrafters.com
Office: 32-742-8111 Mobile: 612-986-0932
EFax: 1-612-545-0807
www.coachcrafters.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
#17056152017

PRODUCER

Lloyd Smith Agency, LLC
1631 Oakdale Ave
West St. Paul, MN 55118
651-455-5404

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

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: Auto Owners Insurance Company

16144

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURED

Coachcrafters, Inc.
27530 County Rd. 561
Tavares, FL 32778

COVERAGES

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

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	08536271	08/31/2017	08/31/2018	EACH OCCURRENCE \$ 1,000,000. DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000. MED EXP (Any one person) \$ 5,000. PERSONAL & ADV INJURY \$ 1,000,000. GENERAL AGGREGATE \$ 1,000,000. PRODUCTS - COMP/OP AGG \$ 1,000,000.
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	9580150106	08/31/2017	08/31/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000. BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A		GARAGE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> GARAGEKEEPERS LIAB.	9580150105	08/31/2017	08/31/2018	AUTO ONLY - EA ACCIDENT \$ 1,000,000. OTHER THAN EA ACC \$ 1,000,000. AUTO ONLY: AGG \$ 2,000,000.
A		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	9580150108	08/31/2017	08/31/2018	EACH OCCURRENCE \$ 4,000,000. AGGREGATE \$ 4,000,000. \$ \$ \$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	08536270	08/31/2017	08/31/2018	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000. E.L. DISEASE - EA EMPLOYEE \$ 500,000. E.L. DISEASE - POLICY LIMIT \$ 500,000.
A		OTHER P.I.P	9580150106	08/31/2017	08/31/2018	\$10,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

AS PROVIDED FOR IN SECTION 320.92(5)(E), FLORIDA STATUTES, THE LISTED INSURANCE POLICY(S) OR SURETY BOND(S) MAY NOT BE CANCELLED ON LESS THAN 30 DAYS WRITTEN NOTICE BY THE INSURER TO THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES, SUCH 30 DAYS NOTICE TO COMMENCE FROM THE DATE NOTICE IS RECEIVED BY THE DEPARTMENT.

DEALER LICENSE VI-1014677

CERTIFICATE HOLDER

DEPARTMENT OF HIGHWAY SAFETY AND
MOTOR VEHICLES
NEIL KIRKMAN BUILDING, RM. A-312, MS 65
2900 APALACHEE PKWY.
TALLAHASSEE, FL 32399-0626

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

DAVID L. SMITH

- a. **Nondiscrimination.** In accordance with Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, disability, or age. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.
- b. **Race, Color, Religion, National Origin, Sex.** In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e et seq., and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, or sex (including sexual orientation and gender identity). Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
- c. **Age.** In accordance with the Age Discrimination in Employment Act, 29 U.S.C. §§ 621-634, U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625, the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 et seq., U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
- d. **Disabilities.** In accordance with section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 et seq., the Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151 et seq., and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against individuals on the basis of disability. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

7.6 DISADVANTAGED BUSINESS ENTERPRISE (DBE)

The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 C.F.R. part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- a. Withholding monthly progress payments;
- b. Assessing sanctions;
- c. Liquidated damages; and/or
- d. Disqualifying the contractor from future bidding as non-responsible. 49 C.F.R. § 26.13(b).

The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from the City of Gainesville, Florida. In addition, the contractor is required to return any retainage payments to those subcontractors within 30 days after the subcontractor's work related to this contract is satisfactorily completed.

Overview

It is the policy of the City of Gainesville and the United States Department of Transportation ("DOT") that Disadvantaged Business Enterprises ("DBE's"), as defined herein and in the Federal regulations published at 49 C.F.R. part 26, shall have an equal opportunity to participate in DOT-assisted contracts. It is also the policy of the City of Gainesville to:

- 1. Ensure nondiscrimination in the award and administration of DOT-assisted contracts;
- 2. Create a level playing field on which DBE's can compete fairly for DOT-assisted contracts;
- 3. Ensure that the DBE program is narrowly tailored in accordance with applicable law;
- 4. Ensure that only firms that fully meet 49 C.F.R. part 26 eligibility standards are permitted to participate as DBE's;
- 5. Help remove barriers to the participation of DBEs in DOT assisted contracts;
- 6. To promote the use of DBEs in all types of federally assisted contracts and procurement activities; and

7. Assist in the development of firms that can compete successfully in the marketplace outside the DBE program.

This Contract is subject to 49 C.F.R. part 26. Therefore, the Contractor must satisfy the requirements for DBE participation as set forth herein. These requirements are in addition to all other equal opportunity employment requirements of this Contract. The City of Gainesville shall make all determinations with regard to whether or not a Bidder/Offeree is in compliance with the requirements stated herein. In assessing compliance, the City of Gainesville may consider during its review of the Bidder/Offeree's submission package, the Bidder/Offeree's documented history of non-compliance with DBE requirements on previous contracts with the City of Gainesville.

Contract Assurance

The Contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Contractor shall carry out applicable requirements of 49 C.F.R. part 26 in the award and administration of DOT-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as the City of Gainesville deems appropriate.

DBE Participation

For the purpose of this Contract, the City of Gainesville will accept only DBE's who are:

1. Certified, at the time of bid opening or proposal evaluation, by the Florida Department of Transportation or the Unified Certification Program (UCP); or
2. An out-of-state firm who has been certified by either a local government, state government or Federal government entity authorized to certify DBE status or an City of Gainesville whose DBE certification process has received FTA approval; or
3. Certified by another agency approved by the City of Gainesville.

DBE Participation Goal

The City of Gainesville has not set a specific goal for this project. The agency's overall goal for DBE participation for the period October 1, 2013 through September 30, 2017 is **1.5%**. This goal represents those elements of work under this Contract performed by qualified Disadvantaged Business Enterprises for amounts totaling not less than 1.5% of the total Contract price. Failure to meet the stated goal at the time of proposal submission may render the Bidder/Offeree non-responsive.

Proposed Submission

Each Bidder/Offeree, as part of its submission, should supply the following information:

1. A completed DBE Utilization Form (see below) that indicates the percentage and dollar value of the total bid/contract amount to be supplied by Disadvantaged Business Enterprises under this Contract.
2. A list of those qualified DBE's with whom the Bidder/Offeree intends to contract for the performance of portions of the work under the Contract, the agreed price to be paid to each DBE for work, the Contract items or parts to be performed by each DBE, a proposed timetable for the performance or delivery of the Contract item, and other information as required by the DBE Participation Schedule (see below). No work shall be included in the Schedule that the Bidder/Offeree has reason to believe the listed DBE will subcontract, at any tier, to other than another DBE. If awarded the Contract, the Bidder/Offeree may not deviate from the DBE Participation Schedule submitted in response to the bid. Any subsequent changes and/or substitutions of DBE firms will require review and written approval by the City of Gainesville.
3. An original DBE Letter of Intent (see below) from each DBE listed in the DBE Participation Schedule.
4. An original DBE Affidavit (see below) from each DBE stating that there has not been any change in its status since the date of its last certification.

The City reserves the right to request any missing documentation after the bid opening, as needed.

Good Faith Efforts

If the Bidder/Offeree is unable to meet the goal set forth above (DBE Participation Goal), the City of Gainesville will consider the Bidder/Offeree's documented good faith efforts to meet the goal in determining responsiveness. The types of actions

that the City of Gainesville will consider as part of the Bidder/Offeree's good faith efforts include, but are not limited to, the following:

1. Documented communication with the City of Gainesville's DBE Coordinator (questions of IFB or RFP requirements, subcontracting opportunities, appropriate certification, will be addressed in a timely fashion);
2. Pre-bid meeting attendance. At the pre-bid meeting, the City of Gainesville generally informs potential Bidder/Offeree's of DBE subcontracting opportunities;
3. The Bidder/Offeree's own solicitations to obtain DBE involvement in general circulation media, trade association publication, minority-focus media and other reasonable and available means within sufficient time to allow DBEs to respond to the solicitation;
4. Written notification to DBE's encouraging participation in the proposed Contract; and
5. Efforts made to identify specific portions of the work that might be performed by DBE's.

The Bidder/Offeree shall provide the following details, at a minimum, of the specific efforts it made to negotiate in good faith with DBE's for elements of the Contract:

1. The names, addresses, and telephone numbers of DBE's that were contacted;
2. A description of the information provided to targeted DBE's regarding the specifications and bid proposals for portions of the work;
3. Efforts made to assist DBE's contacted in obtaining bonding or insurance required by the Bidder or the Authority.

Further, the documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted when a non-DBE subcontractor was selected over a DBE for work on the contract. 49 C.F.R. § 26.53(b) (2) (VI). In determining whether a Bidder has made good faith efforts, the Authority may take into account the performance of other Bidders in meeting the Contract goals. For example, if the apparent successful Bidder failed to meet the goal, but meets or exceeds the average DBE participation obtained by other Bidders, the Authority may view this as evidence of the Bidder having made good faith efforts.

Administrative Reconsideration

Within five (5) business days of being informed by the City of Gainesville that it is not responsive or responsible because it has not documented sufficient good faith efforts, the Bidder/Offeree may request administrative reconsideration. The Bidder should make this request in writing to the City of Gainesville's Procurement Division. The Procurement Division will forward the Bidder/Offeree's request to a reconsideration official who will not have played any role in the original determination that the Bidder/Offeree did not document sufficient good faith efforts.

As part of this reconsideration, the Bidder/Offeree will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The Bidder/Offeree will have the opportunity to meet in person with the assigned reconsideration official to discuss the issue of whether it met the goal or made adequate good faith efforts to do so. The City of Gainesville will send the Bidder/Offeree a written decision on its reconsideration, explaining the basis for finding that the Bidder/Offeree did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

Termination of DBE Subcontractor

The Contractor shall not terminate the DBE subcontractor(s) listed in the DBE Participation Schedule (see below) without the City of Gainesville's prior written consent. The City of Gainesville may provide such written consent only if the Contractor has good cause to terminate the DBE firm. Before transmitting a request to terminate, the Contractor shall give notice in writing to the DBE subcontractor of its intent to terminate and the reason for the request. The Contractor shall give the DBE five days to respond to the notice and advise of the reasons why it objects to the proposed termination. When a DBE subcontractor is terminated or fails to complete its work on the Contract for any reason, the Contractor shall make good faith efforts to find another DBE subcontractor to substitute for the original DBE and immediately notify the City of Gainesville in writing of its efforts to replace the original DBE. These good faith efforts shall be directed at finding another DBE to perform at least the same amount of work under the Contract as the DBE that was terminated, to the extent needed to meet the Contract goal established for this procurement. Failure to comply with these requirements will be in accordance with Section 8 below (Sanctions for Violations).

Continued Compliance

The City of Gainesville shall monitor the Contractor's DBE compliance during the life of the Contract. In the event this procurement exceeds ninety (90) days, it will be the responsibility of the Contractor to submit quarterly written reports to the City of Gainesville that summarize the total DBE value for this Contract. These reports shall provide the following details:

- DBE utilization established for the Contract;
- Total value of expenditures with DBE firms for the quarter;
- The value of expenditures with each DBE firm for the quarter by race and gender;
- Total value of expenditures with DBE firms from inception of the Contract; and
- The value of expenditures with each DBE firm from the inception of the Contract by race and gender.

Reports and other correspondence must be submitted to the RTS DBE Coordinator with copies provided to the Procurement Division. Reports shall continue to be submitted quarterly until final payment is issued or until DBE participation is completed.

The successful Bidder/Offeror shall permit:

- The City of Gainesville to have access to necessary records to examine information as the City of Gainesville deems appropriate for the purpose of investigating and determining compliance with this provision, including, but not limited to, records of expenditures, invoices, and contract between the successful Bidder/Offeror and other DBE parties entered into during the life of the Contract.
- The authorized representative(s) of the City of Gainesville, the U.S. Department of Transportation, the Comptroller General of the United States, to inspect and audit all data and record of the Contractor relating to its performance under the Disadvantaged Business Enterprise Participation provision of this Contract.
- All data/record(s) pertaining to DBE shall be maintained as stated in Section [insert reference to record keeping requirements for the Project.]

Sanctions for Violations

If at any time the City of Gainesville has reason to believe that the Contractor is in violation of its obligations under this Agreement or has otherwise failed to comply with terms of this Section, the City of Gainesville may, in addition to pursuing any other available legal remedy, commence proceedings, which may include but are not limited to, the following:

- Suspension of any payment or part due the Contractor until such time as the issues concerning the Contractor's compliance are resolved; and
- Termination or cancellation of the Contract, in whole or in part, unless the successful Contractor is able to demonstrate within a reasonable time that it is in compliance with the DBE terms stated herein.

DBE UTILIZATION FORM

The undersigned Bidder/Offeror has satisfied the requirements of the solicitation in the following manner (please check the appropriate space):

 x The Bidder/Offeror is committed to a minimum of 100% % DBE utilization on this contract.

 The Bidder/Offeror (if unable to meet the DBE goal of %) is committed to a minimum of % DBE utilization on this contract and submits documentation demonstrating good faith efforts.

DBE PARTICIPATION SCHEDULE

The Bidder/Offeror shall complete the following information for all DBE's participating in the contract that comprises the DBE Utilization percent stated in the DBE Utilization Form. The Bidder/Offeror shall also furnish the name and telephone number of the appropriate contact person should the Authority have any questions in relation to the information furnished herein.

CoachCrafters, Inc. is DBE Certified in the state of Florida. Certificate attached.

DBE IDENTIFICATION AND INFORMATION FORM

Name and Address	Contact Name and Telephone Number	Participation Percent (Of Total Contract Value)	Description Of Work To Be Performed	Race and Gender of Firm
CoachCrafters, Inc.	Johnna McQuinn	100%	prime bidder	Women owned

7.7 ENERGY CONSERVATION

The contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

7.8 AMERICANS WITH DISABILITIES ACT

- a. *New Buses and Construction:* All design and construction must meet all federal regulations of 49 CFR Part 37 and Part 38.
- b. *Used Buses:* Must meet all federal regulations of 49 CFR Part 38.
- c. *Modification of Facilities:* Must meet all federal regulations of Appendix A to 49 CFR Part 37, the ADA Accessibility Guideline (ADAAG).

7.9 PRIVACY ACTS

- a. The Contractor agrees to comply with, and assures the compliance of its employees with, the information restrictions and other applicable requirements of the Privacy Act of 1974, 5 U.S.C. § 552a. Among other things, the Contractor agrees to obtain the express consent of the Federal Government before the Contractor or its employees operate a system of records on behalf of the Federal Government. The Contractor understands that the requirements of the Privacy Act, including the civil and criminal penalties for violation of that Act, apply to those individuals involved, and that failure to comply with the terms of the Privacy Act may result in termination of the underlying contract.
- b. The Contractor also agrees to include these requirements in each subcontract to administer any system of records on behalf of the Federal Government financed in whole or in part with Federal assistance provided by FTA.

7.10 SAFE OPERATION OF MOTOR VEHICLES**Seat Belt Use**

The Contractor is encouraged to adopt and promote on-the-job seat belt use policies and programs for its employees and other personnel that operate company-owned vehicles, company-rented vehicles, or personally operated vehicles. The terms "company-owned" and "company-leased" refer to vehicles owned or leased either by the Contractor or City of Gainesville.

Distracted Driving

The Contractor agrees to adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while using an electronic device supplied by an employer, and driving a vehicle the driver owns or rents, a vehicle Contractor owns, leases, or rents, or a privately-owned vehicle when on official business in connection with the work performed under this agreement.

7.11 INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS

The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1F, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any City of Gainesville requests which would cause City of Gainesville to be in violation of the FTA terms and conditions.



Orlando International Airport
 5850 B Cargo Road
 Orlando, Florida 32827-4399
 Phone: (407) 825-7133
 Fax: (407) 825-3004

September 14, 2017

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Mrs. Anne Reitter Wolf
 CoachCrafters, Inc.
 27530 County Road 561
 Tavares, FL 32778-0932

Disadvantaged Business Enterprise (DBE) Certification
Airport Concessionaire Disadvantaged Business Enterprise (ACDBE) Certification
Renewal Date: August 5, 2018

Dear Mrs. Reitter Wolf:

The Small Business Development Department of the Greater Orlando Aviation Authority (Authority) has reviewed the **No Change Affidavit (NCA)** along with the supporting documentation, submitted on behalf of **CoachCrafters, Inc.** to determine whether the entity continues to meet the **Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE)** eligibility requirements of **49 CFR, PART 26**. I am pleased to inform you that your firm remains eligible for DBE/ACDBE certification in accordance with **49 CFR, Part 26 and 23**.

Your firm has been certified under the North American Industry Classification System (NAICS) Codes listed on page 2 of this letter.

Your firm will be listed in **Florida's Unified Certification Program (UCP) DBE Directory** which can be accessed via the Florida Department of Transportation's (FDOT) website at www.dot.state.fl.us/equalopportunityoffice and by "clicking on" DBE Directory. As long as the firm is listed as a DBE/ACDBE in Florida's UCP DBE Directory, it is considered DBE Certified by all Members of the Florida UCP.

DBE/ACDBE certification is NOT a guarantee of work, but enables the firm to compete for, and perform, contract work on all USDOT Federal Aid (FAA, FTA, and FHWA) projects in Florida as a DBE/ACDBE contractor, sub-contractor, consultant, and sub-consultant or material supplier.

DBE/ACDBE certification is continuing from the date of this letter. However, it is contingent upon the firm renewing its eligibility annually. For continued eligibility at the end of the one (1) year period, a **No Change Affidavit (NCA)** form must be submitted to our office annually. While we will make every attempt to notify you ninety (90) days prior to the anniversary date of your certification, it is ultimately your responsibility to provide a NCA to our office. The NCA may be downloaded from our website at <https://goaa.diversitycompliance.com>. Please submit your next NCA by July 5, 2018. It must be received by our office absolutely no later than **August 5, 2018**. Failure to timely submit your annual NCA may result in the removal of your firm as a **DBE/ACDBE**.

Page - 2

September 14, 2017

If, there is a material change in the firm, including, but not limited to: ownership, officers, directors, scope of work being performed, daily operations, affiliations with other businesses or individuals or physical location of the firm, you must promptly notify this office in writing. Notification should include supporting documentation.

Anne Reitter Wolf
CoachCrafters, Inc.

CoachCrafters, Inc.s is Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) Certified by the Greater Orlando Aviation Authority under the following NAICS Commodity Codes/Area(s) of Specialty:

NAICS 336211: MOTOR VEHICLE BODY MANUFACTURING
NAICS 811121: AUTOMOTIVE BODY, PAINT, AND INTERIOR REPAIR AND MAINTENANCE

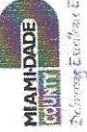
Congratulations on your certification. Your renewal date is **August 5, 2018**. Please contact our office at 407-825-7133 or dbe@goaa.org if you have any questions or if we can be of any assistance. Sincerely,



George J. Morning
Small Business Development Department



GREATER ORLANDO
AVIATION AUTHORITY



MIAMI-DADE
COUNTY
Excellence Everywhere Every Day



Federal Highway
Administration

Florida Unified Certification Program

Certificate of Eligibility Disadvantaged Business Enterprise (DBE) Airport Concessions Disadvantaged Business Enterprise (ACDBE)

CoachCrafters, Inc.

MEETS THE REQUIREMENTS OF 49 CFR, PART 26 and PART 23
APPROVED NAICS CODES:

336211 - 811121

Note: There may be other Approved NAICS Codes. The online DBE Directory includes a complete list of Approved Codes.

By: George I. Morning, GOAA - Small Business Development



ANNIVERSARY DATE - Annually on August 05, 2018

The following conditional requirements may apply based upon value and/or item/service:

7.12 TERMINATION - *If this solicitation or contract is valued in excess of \$10,000:*

Termination for Convenience (General Provision)

The City of Gainesville may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the City of Gainesville's best interest. The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to City of Gainesville to be paid the Contractor. If the Contractor has any property in its possession belonging to City of Gainesville, the Contractor will account for the same, and dispose of it in the manner City of Gainesville directs.

Termination for Default [Breach or Cause] (General Provision)

If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the City of Gainesville may terminate this contract for default. Termination shall be effected by serving a Notice of Termination on the Contractor setting forth the manner in which the Contractor is in default. The Contractor will be paid only the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by the City of Gainesville that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, the City of Gainesville, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a Termination for Convenience.

Opportunity to Cure (General Provision)

The City of Gainesville, in its sole discretion may, in the case of a termination for breach or default, allow the Contractor [an appropriately short period of time] in which to cure the defect. In such case, the Notice of Termination will state the time period in which cure is permitted and other appropriate conditions.

If Contractor fails to remedy to City of Gainesville's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within [10 days] after receipt by Contractor of written notice from City of Gainesville setting forth the nature of said breach or default, City of Gainesville shall have the right to terminate the contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude City of Gainesville from also pursuing all available remedies against Contractor and its sureties for said breach or default.

Waiver of Remedies for any Breach

In the event that City of Gainesville elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this contract, such waiver by City of Gainesville shall not limit City of Gainesville's remedies for any succeeding breach of that or of any other covenant, term, or condition of this contract.

Termination for Default (Supplies and Service)

If the Contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension, or if the Contractor fails to comply with any other provisions of this contract, the City of Gainesville may terminate this contract for default. The City of Gainesville shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the City of Gainesville.

- 7.13 **RECYCLED PRODUCTS** - *If this solicitation or contract is for items designated in Subpart B, 40 CFR part 247 by the EPA, and the City of Gainesville procures \$10,000 or more of one of these items during the fiscal year or has procured \$10,000 or more of such items in the previous fiscal year using federal funds:*

Recovered Materials

The Contractor agrees to provide a preference for those products and services that conserve natural resources, protect the environment, and are energy efficient by complying with and facilitating compliance with Section 6002 of the Resource Conservation and Recovery Act, as amended, 42 U.S.C. § 6962, and U.S. Environmental Protection City of Gainesville (U.S. EPA), "Comprehensive Procurement Guideline for Products Containing Recovered Materials," 40 C.F.R. part 247.

- 7.14 **GOVERNMENT WIDE DEBARMENT AND SUSPENSION** - *If this solicitation or contract is valued at \$25,000 or more:*

Debarment, Suspension, Ineligibility and Voluntary Exclusion

The Contractor shall comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 C.F.R. part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 C.F.R. part 180. These provisions apply to each contract at any tier of \$25,000 or more, and to each contract at any tier for a federally required audit (irrespective of the contract amount), and to each contract at any tier that must be approved by an FTA official irrespective of the contract amount. As such, the Contractor shall verify that its principals, affiliates, and subcontractors are eligible to participate in this federally funded contract and are not presently declared by any Federal department or City of Gainesville to be:

- a. Debarred from participation in any federally assisted Award;
- b. Suspended from participation in any federally assisted Award;
- c. Proposed for debarment from participation in any federally assisted Award;
- d. Declared ineligible to participate in any federally assisted Award;
- e. Voluntarily excluded from participation in any federally assisted Award; or
- f. Disqualified from participation in any federally assisted Award.

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by the City of Gainesville. If it is later determined by the City of Gainesville that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to the City of Gainesville, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. part 180, subpart C, as supplemented by 2 C.F.R. part 1200, while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

- 7.15 **LOBBYING RESTRICTIONS**- *If this solicitation or contract is for \$100,000 or more:*

Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352(b)(5), as amended by the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, et seq.] - Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any City of Gainesville, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352(b)(5). Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. 1352(b)(5). Such disclosures are forwarded from tier to tier up to the recipient.

- 7.16 EMPLOYEE RELATIONS - *Davis-Bacon Act and the Copeland "Anti-Kickback" Act apply to all prime construction, alteration or repair contracts in excess of \$2,000. The Contract Work Hours and Safety Standards Act apply to all contracts in excess of \$100,000 that involve the employment of mechanics or laborers.*

Prevailing Wage and Anti-Kickback

For all prime construction, alteration or repair contracts in excess of \$2,000 awarded by FTA, the Contractor shall comply with the Davis-Bacon Act and the Copeland "Anti-Kickback" Act. Under 49 U.S.C. § 5333(a), prevailing wage protections apply to laborers and mechanics employed on FTA assisted construction, alteration, or repair projects. The Contractor will comply with the Davis-Bacon Act, 40 U.S.C. §§ 3141-3144, and 3146-3148 as supplemented by DOL regulations at 29 C.F.R. part 5, "Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction." In accordance with the statute, the Contractor shall pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, the Contractor agrees to pay wages not less than once a week. The Contractor shall also comply with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by DOL regulations at 29 C.F.R. part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in part by Loans or Grants from the United States." The Contractor is prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

Contract Work Hours and Safety Standards

For all contracts in excess of \$100,000 that involve the employment of mechanics or laborers, the Contractor shall comply with the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 3701-3708), as supplemented by the DOL regulations at 29 C.F.R. part 5. Under 40 U.S.C. § 3702 of the Act, the Contractor shall compute the wages of every mechanic and laborer, including watchmen and guards, on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchase of supplies or materials or articles ordinarily available on the open market, or to contracts for transportation or transmission of intelligence.

In the event of any violation of the clause set forth herein, the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, the Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of this clause in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by this clause.

The FTA shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor under any such contract or any other Federal contract with the same prime Contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in this section.

The Contractor or subcontractor shall insert in any subcontracts the clauses set forth in this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this agreement.

Contract Work Hours and Safety Standards for Awards Not Involving Construction

The Contractor shall comply with all federal laws, regulations, and requirements providing wage and hour protections for non-construction employees, in accordance with 40 U.S.C. § 3702, Contract Work Hours and Safety Standards Act, and other relevant parts of that Act, 40 U.S.C. § 3701 et seq., and U.S. DOL regulations, "Labor Standards

Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Non-construction Contracts Subject to the Contract Work Hours and Safety Standards Act),” 29 C.F.R. part 5.

The Contractor shall maintain payrolls and basic payroll records during the course of the work and shall preserve them for a period of three (3) years from the completion of the contract for all laborers and mechanics, including guards and watchmen, working on the contract. Such records shall contain the name and address of each such employee, social security number, correct classifications, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid.

Such records maintained under this paragraph shall be made available by the Contractor for inspection, copying, or transcription by authorized representatives of the FTA and the Department of Labor, and the Contractor will permit such representatives to interview employees during working hours on the job.

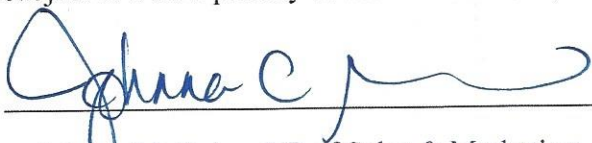
The contractor shall require the inclusion of the language of this clause within subcontracts of all tiers.

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Johnna McQuinn, VP of Sales & Marketing

Signature of Contractor's Authorized Official

Name and Title of Contractor's Authorized Official

10/27/17 Date

Revised: 5/31/16

Exhibit I

TABULATION OF SUBCONTRACTORS AND MATERIAL SUPPLIERS

The Undersigned states that the following is a complete list of the proposed Subcontractors and Material Suppliers on this Project and the class of work to be performed by each, and that such list will not be added to nor altered without written consent of the City of Gainesville. **This form should be completed and submitted with the bid.**

Please TYPE or PRINT legibly. Use additional sheets as necessary.

SUBCONTRACTORS

Company Name	Company Phone Number	Class of Work	% or Price of Work	Disadvantaged Business Entity
1.				<input type="checkbox"/> Yes <input type="checkbox"/> No
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No
5.				<input type="checkbox"/> Yes <input type="checkbox"/> No

MATERIALS SUPPLIERS

Company Name	Company Phone Number	Type of Supply/Material	% or Price of Materials	Disadvantaged Business Entity
1. Gillig Corp	800-735-1500	Wheelchair Restraint kit	100%	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No
5.				<input type="checkbox"/> Yes <input type="checkbox"/> No

Bidding Company Name: CoachCrafters, Inc.

Form Completed By: Johnna McQuinn

Date: 10/30/17

Title: VP of Sales & Marketing

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that

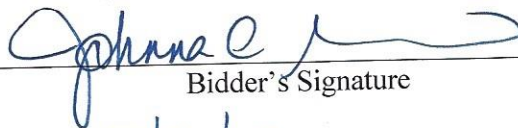
CoachCrafters, Inc.

does:

(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty of nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law of the United State or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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



Bidder's Signature

10/30/17

Date