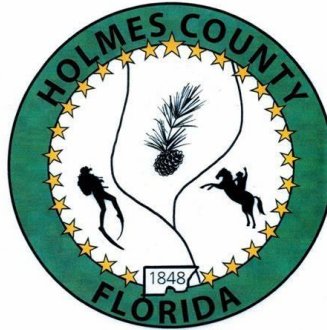


HOLMES COUNTY BOARD OF COUNTY COMMISSIONERS



**REQUEST FOR PROPOSAL RE BID (RFP) NO: 2024-01
for Financing Ambulances**

PROPOSAL ADVERTISE DATE: Wednesday, January 31, 2024

PROPOSAL RELEASE DATE: Wednesday, January 31, 2024

RESPONSE DUE DATE AND TIME:

Friday, March 1, 2024, 2:00 PM CST

BID OPENING AND EVALUATION:

Friday, March 1, 2024 – 3:00 PM CST

COMMISSION APPROVAL: Tuesday, March 5, 2024 @ 6:00pm CST

MAIL OR DELIVER RESPONSES TO:

(hand-delivery or express mail services)

Holmes County Board of County Commissioners
ATTN: RFP NO: 2024-01 for Financing of Ambulances
107 E Virginia St Bonifay, FL 32425

Contact:

Whitney Milburn, Administrative Assistant
Holmes County Board of County Commissioners
107 E. Virginia Ave.
Bonifay, FL. 32425
Ph: (850)547-1119
Fax: (850) 547-4134
hcadmin@holmescountyfl.org

RFP 2024-01 Financing for Ambulances

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RFP 2024 - 01 Financing for Ambulances

INTENT AND GENERAL INFORMATION

Holmes County, Florida through Request for Proposal (RFP) No. 2024-01, is soliciting Proposals from qualified financial institutions registered to do business in the State of Florida to provide financing for **Ambulances**, in the estimated amount of \$482,125 for Holmes County, a political subdivision of the State of Florida ("County"). The Board of County Commissioners invites interested financial institutions to respond.

This RFP intends to enter a lending relationship with the successful Respondent to begin upon approval of the Board of County Commissioners and the issuance of a Notice to Proceed (NTP) for the Work.

Financial Institutions interested in preparing a proposal for this RFP must complete the requirements outlined in this RFP, its attached documents, and documents incorporated by reference (collectively referred to as the "RFP"). Under the proposal process of the County, the conditions set forth herein are binding on the Respondent as confirmed by the signature of a person with legal authority to bind the Respondent on the cover letter transmitting its Proposal to the County in response to this RFP.

If this RFP is amended, the County will issue an appropriate addendum to the RFP. If an addendum is issued, all terms and conditions of this RFP that are not specifically modified in the addendum shall remain unchanged. An addendum to this RFP will be issued if any of the dates and/or times change unless the date(s) falls after the date the RFP Proposal(s) are due. Specific dates/times will be determined at each phase.

It is understood and the Respondent hereby agrees to be solely responsible for obtaining all information needed for the underwriting process and determining the best methods that will be utilized to meet the intent of the specifications of this RFP. Respondents are expected to examine the specifications and all instructions on the required services.

The County reserves the right to reject any Proposal found to be non-responsive, vague, or non-conforming. The County also reserves the right at any time to withdraw all or part of this RFP to protect its best interests. The County is not liable for any costs incurred by the Respondent in preparing its response, nor is a response an offer to contract with any Respondent. Pursuant to Chapter 119, Florida Statutes (FS), all responses are subject to Florida's public records laws.

While every effort is made to ensure the accuracy and completeness of information in the RFP, it is recognized that the information may not be complete in every detail and that all work may not be expressly mentioned in the RFP. It is the responsibility of the Respondent to include in its Proposal all pertinent information in accordance with the objectives of the RFP.

Respondents interested in the Work are instructed to submit **one (1) original hard copy and one (1) electronic copy** (CD or USB flash drive) of its **complete** Proposal in accordance with this RFP, no later than, unless otherwise changed through an addendum to this RFP, to the HOLMES COUNTY BOARD OF COUNTY COMMISSIONERS' OFFICE, 107 EAST VIRGINIA AVE,

RFP 2024 - 01 Financing for Ambulances

BONIFAY, FL 32425. Proposals received after this date and time will not be considered and shall be returned unopened.

- **The County is an Equal Opportunity Employer.**
- **MBE/WBE businesses are encouraged to participate.**
- **The County enforces open and fair competition.**

ADA – Special Accommodations: Any person requiring accommodations by the County due to a disability should call 850-547-1119 at least five (5) working days before any response, opening, or meeting. If you are hearing or speech impaired, please contact the County office by the Florida Relay Service, which can be reached at 1-800-955-8771 (TDD).

The RFP and any addenda issued are available on the County website at <https://holmescountyfla.com> or by contacting the County at 850-547-1119. All questions pertaining to this RFP should be submitted in writing in accordance with the RFP instructions set forth in Subsection 1.1 of the RFP.

SECTION 1.0 - SCHEDULE OF EVENTS

Failure to comply with this or any other paragraph of this RFP shall be sufficient reason for rejection of the Proposal.

All times listed in the Schedule of Events are Central Standard Time (CST).

<i>Event</i>	
Proposal Advertisement Date:	January 31, 2024
Release of Request for Proposal	January 31, 2024
Technical Questions Due from Prospective Respondent	February 19, 2024
Responses to technical questions due	February 23, 2024
PROPOSALS DUE TO BOCC	March 1, 2024, on or before 2:00 p.m. CST
Proposal Opening and Evaluation	March 1, 2024 at 3:00p.m. CST
Board Consideration of Intended Award & Posting of Notice of Award	March 5, 2024 at 6:00pm CST

- 1.1 All inquiries and questions concerning this RFP must be in writing (e-mail is acceptable), received in accordance with Section 1.0 Schedule of Events, and must be directed to:

RFP 2024 - 01 Financing for Ambulances

Technical Questions:

Contact – Steve Connell, EMS Director, or David Corbin, Project Director
Holmes County
107 E. Virginia Ave, Bonifay, FL 32425
850-768-2476 or sconnell@holmescountyfl.org

Questions and responses will be posted on the County's Website and, if necessary, an Addendum(s) will be issued.

- 1.2 All **Proposals** and all attachments must be bound and delivered **SEALED** to the County at the address shown below no later than the time and date set for receipt of proposals in Section 1.0, Schedule of Events.

Deliver or mail the proposal in a sealed envelope/package to:

HOLMES COUNTY BOARD OF COUNTY COMMISSIONERS' OFFICE
ATTN: RFP 2024-01 Financing of Ambulances
107 E. Virginia Avenue
Bonifay, FL 32425

- 1.3 The front lower-left corner of each SEALED envelope/package shall contain the following information for proper identification:

RFP 2024-01 Financing of Ambulances ATTENTION: David Corbin

- 1.4 All Proposals received will be recorded and date stamped at the Holmes County Board of County Commissioners' office located at 107 E Virginia Ave. Bonifay, Florida 32425. The responsibility for submitting the Proposal to the County Board of County Commissioners' Office no later than the specified time and date is solely that of the Respondent. The County will in no way be responsible for delays in mail delivery or delays caused for any other occurrence.

- 1.5 Submission of Proposals by fax or other electronic means will not be accepted. Late Proposals will not be accepted, i.e., any Proposal submitted/received after March 1, 2024 (2:01pm CTS), unless otherwise changed through the issuance of an addendum to this RFP.
- 1.6 Any proposals received after the stated time and date will not be considered. Late proposals shall not be opened at the public opening. Arrangements may be made for the unopened proposal to be returned at the Respondent's request and expense.
- 1.7 A Proposal may be withdrawn or modified only by written notification from the Respondent before the time fixed for the opening of Proposals. Negligence on the part of the Respondent in preparing the Proposal confers no right for withdrawal of the proposal after it has been opened.

SECTION 2.0 - CONE OF SILENCE

- 2.1 A Cone of Silence will be in effect for this RFP beginning with the advertisement date.
- 2.2 Except as specifically provided in Subsection 2.3, the prospective Respondent shall not have any communication with any Board Member, County officers, or their agents, or employees regarding this RFP or project. No interpretation of the meaning of the plans, specifications or RFP shall be made to a Respondent orally. Any interpretations or clarifications which are not in writing and not issued in accordance with Subsection 2.3 shall be without legal effect.
- 2.3 All requests for interpretations or clarifications shall be in writing, addressed to the contact person as shown in Subsection 1.1. All such requests for interpretations or clarifications must be received in writing in accordance with Section 1.0, Schedule of Events. All such interpretations and supplemental instructions shall be in the form of a written addendum which, if issued, shall be posted on the County's website on the date indicated in Section 1.0 Schedule of Events. Such writing addenda shall be binding on the Respondent and shall become part of the RFP document (s).

SECTION 3.0 - SCOPE

- Total financing up to \$482,125
- Ambulances will be used as collateral.
- Term - Five (5)-year annual payment (would like to see other offers of 4, 6, 7-year options if possible)
- Interest Rates

SECTION 4.0 - PROPOSAL RESPONSE REQUIREMENTS

Instructions to Respondents

- 4.1 The Proposal should address the requirements in a clear and concise manner in the order stated herein.
- 4.2 Proposals must be tabbed as follows and must include the information/documents specified in the applicable tab. Proposals that do not adhere to the following format or include the requested information/documents may be considered incomplete and therefore unresponsive by the County.
- 4.3 The County reserves the right to seek additional/supplemental representation on specific issues as needed.
- 4.4 Proposals should be typed. No changes in or corrections to Proposals will be allowed after the Proposals are opened.
- 4.5 The signer of the Proposal must declare that the Proposal in all respects is fair and in good faith without collusion or fraud and that the signer of the Proposal has the authority to bind the principal Respondent.
- 4.6 The County shall not be liable for any costs incurred by Respondent prior to entering a contract. Therefore, all Respondents are encouraged to provide a simple, straightforward, and concise description of their ability to meet the RFP requirements.

PROPOSAL CONSTRUCTION

Respondents shall construct their Proposal in the following format as outlined and a tab must separate each section as prescribed.

PROPOSAL TRANSMITTAL FORM ON THE FIRM LETTERHEAD (APPENDIX A)

All signatures must be by an individual with authority to legally bind the Respondent, witnessed, and corporate and/or notary seal (as applicable.) If the individual signing the Proposal Transmittal Form does not have apparent authority to legally bind the Respondent, attach documentation demonstrating such authority. The corporate or mailing address must match the company information as it is listed on the Florida Department of State Division of Corporations. Attach a copy of the webpage(s) from <http://www.sunbiz.org> as certification of this required information. Verify that all addenda and tax identification numbers have been provided.

SECTION 5.0 - PROPOSAL OPENING

- 5.1 All Proposals will be opened on the date and time indicated in **Section 1.0, Schedule of Events** (i.e., date Proposals are due) or as modified by addendum.

SECTION 6.0 - EVALUATION OF PROPOSALS AND SELECTION PROCESS

- 6.1 Respondents who satisfy the required qualifications and are deemed responsible Respondents and who timely submit a responsive proposal will be considered by the County. Proposals received from prospective Respondents who have been suspended or debarred will not be accepted or considered.
- 6.2 As provided in the Procurement policy of the County as recorded in the code of ordinances, the county may consider the following factors in addition to price when determining whether a Respondent is responsive and responsible:
- a. Ability, capacity, and skill of the Respondent to perform the contract.
 - b. Whether the respondent can perform the contract within the time specified, without delay, interference, or conflict with the current workload.
 - c. Character, integrity, reputation, judgment, experience, and efficiency of the Respondent.
 - d. Quality of performance of previous contracts.
 - e. Previous and existing compliance by the vendor with laws and regulations relating to the contract.
 - f. Sufficiency of the financial resources and ability of the vendor to perform the contract or provide the Work.
 - g. Quality, availability, and adaptability of the supplies or contractual services to the particular use required.
 - h. The ability of the Respondent to provide further maintenance and service for the use of the subject of the contract, if applicable.

- i. Number and scope of conditions attached to the proposal or quote.
 - j. Qualifications of personnel, licensing, and corporate qualifications.
 - k. Evidence of improper litigation.
 - l. Use of one or more subcontractors with a record of poor performance.
- 6.3 For this section, the county may consider evidence from the five years preceding the subject proposal.
- 6.4 In the event the lowest, responsive, responsible proposal for a construction project exceeds the architectural or engineering cost estimates, the county administrator or designee is authorized, when time or economic considerations preclude a procurement may get reissued for a reduced scope, to negotiate an adjustment of the scope of work with the lowest, responsive, responsible respondent, to bring the proposal within the number of available funds. After award of this Proposal, the County reserves the right to add or delete items/services at prices to be negotiated at the time of addition or deletion. At Contract renewal time(s) or in the event of significant industry-wide market changes, the County may negotiate justified adjustments such as price, terms, etc., if, in its sole judgment, the County considers such adjustments to be in its best interest.
- 6.5 The County reserves the right to reject any or all Proposals, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Proposals. The County further reserves the right to reject the proposal of any Respondent whom it finds, after reasonable inquiry and evaluation, to be non-responsible. The County also reserves the right to waive all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Respondent.
- 6.6 More than one Proposal for the same Work from an individual or entity under the same or different names will not be considered. Reasonable grounds for believing that any Respondent has an interest in more than one Proposal for the Work may be cause for disqualification of that Respondent and the rejection of all Proposals in which that Respondent has an interest.
- 6.7 In evaluating Proposals, the County will consider whether or not the Proposals comply with the prescribed requirements, and such alternates, unit prices, and other data, as may be requested in the Proposal Form or prior to the Notice of Award.
- 6.8 In evaluating Respondents, the County will consider the qualifications of Respondents and may consider the qualifications and experience of Subcontractors, Suppliers, and other individuals or entities proposed for those portions of the Work for which the identity of Subcontractors, Suppliers, and other individuals or entities must be submitted as provided in the Supplementary Conditions.
- 6.9 The County may conduct such investigations as the County deems necessary to establish the responsibility, qualifications, and financial ability of Respondents, proposed

Subcontractors, Suppliers, individuals, or entities to perform the Work in accordance with the Contract Documents. Any Respondent or sub-contractor that will have access to County facilities or property may be required to be screened to a level that may include but is not limited to fingerprinting and a statewide criminal background check. There may be fees associated with these procedures. These costs are the responsibility of the Respondent or sub-contractor.

- 6.10 If the Contract is to be awarded, the County will award the Contract to the responsible Respondent whose Proposal, conforming with all the material terms and conditions of the Instructions to Respondents, is lowest, price, and other factors considered. If detailed in the proposal form, factors such as discounts, transportation costs, and life cycle costs may be used to determine which respondent, if any, is to offer the award.
- 6.11 Responses to this RFP not meeting the requirements specified herein will be considered non-responsive or not responsible, as applicable. In the best interest of the County, the Board of County Commissioners reserves the right to reject all responses or waive any minor irregularity or technicality in responses received. Respondents are cautioned to make no assumptions unless their response has been deemed responsive.
- 6.12 Whenever two or more Proposals, which are equal with respect to price, quality, and service, are received for procurement of commodities or contractual services, from responsive and responsible Respondents the following steps will be taken to establish the award to the lowest Respondent. This method shall be used for all ties.

Step 1: Local Businesses:

Between a Local Business and a Non-Local Business, a Contract award, or the first opportunity to negotiate, as applicable, shall be made to the Local Business.

Step 2 Drug-Free Workplace:

After step 1 if all is equal, the Respondent with a Drug-Free Workplace program shall be given preference, over a Respondent with no Drug-Free Workplace program. The contract award, or the first opportunity to negotiate, as applicable, shall be made to the Respondent with the Drug-Free Workplace program. To have a drug-free workplace program, a business shall comply with the requirements of § 287.087, F.S.

Step 3 Coin Flip:

After Step 1, and Step 2 if all is equal, the Contract award, or the first opportunity to negotiate, as applicable, shall be determined by the flip of a coin to determine the outcome.

When the tie has been broken pursuant to the above procedures, the Contract award, or the first opportunity to negotiate, as applicable, shall be made.

If an award or negotiation is unsuccessful with the initial Respondent, award or negotiations may commence with the next highest Respondent, utilizing the tiebreaker steps above to make the determination of the next lowest Respondent if necessary.

When the County gives a Notice of Award to the Successful Respondent, it shall be accompanied by the required number of unsigned counterparts of the Contract with the other Contract Documents which are identified in the Contract as attached thereto. Within two (2) days thereafter, Successful Respondent shall sign and deliver the required number of counterparts of the Contract and attached documents to the County. The County shall deliver one fully signed counterpart to Successful Respondent with a complete set of the Drawings with appropriate identification.

SECTION 7.0 - INTENT TO AWARD AND CONTRACT EXECUTION

- 7.1 The County reserves the right to incorporate the successful Proposal into the Contract. Failure of a Respondent to accept this obligation may result in the cancellation of the award. The Contract document and its exhibits are included as Appendix D, which is attached hereto and incorporated herein by reference.
- 7.2 The construction, interpretation, and performance of this RFP and all transactions under it shall be governed by the laws of the State of Florida and the County. The Contract shall include all terms and conditions of this RFP, any addenda, response, and the County's contract issued as a result of this RFP.
- 7.3 The County reserves the right to make award(s) by individual item, group of items, all or none, or a combination thereof. The County, reserves the right to reject any and all proposals and waive any minor irregularity or technicality in the proposals received. Award will be made to the lowest responsible and responsive respondent(s) within the category chosen for the basis of the award. The County, reserves the right to award to one or multiple Respondents at its discretion.
- 7.4 The Successful Respondent will be required to assume responsibility for all services offered in the Proposal. The County will consider the Successful Respondent to be the sole point of contact with regard to contractual matters, including payment on any or all charges.
- 7.5 After the successful posting of the award for 72 hours, the Successful Respondent will be required to enter into the contract with the County.

SECTION 8.0 - STANDARD TERMS AND CONDITIONS (STAC)

- 8.1 Definitions

General terms used throughout this RFP are provided below. Additional definitions may be provided as applicable to a specific section or subject matter.

The award means the determination of a successful Respondent(s) in response to this RFP, resulting in an offer of a contract to perform the services pursuant to the RFP and their proposal.

County means the Holmes Board of County Commissioners (BOCC) and its employees.

Contract means the legally enforceable document agreed to and signed by the County and successful Respondent(s) (collectively referred to as the “Parties”).

RFP means this document, its attachments, and any document hereinafter incorporated by reference.

Respondent means any firm, individual, or organization submitting a Proposal in response to this RFP.

Successful Respondent means a Respondent who is awarded a Contract as a result of the Proposal submitted in response to this RFP.

Proposal means a submission made in response to this RFP which meets all the requirements and standards set by this RFP.

Work or **SOW** means the scope of work and/or services.

Local Business means a business that has a current business tax receipt issued by Holmes County, if required, and has its principal office located within Holmes County currently and for the six (6) month period immediately preceding submission of a response to a Competitive Procurement.

8.2 Florida Public Records Law and Confidentiality

By submitting a Proposal in response to this RFP, a Respondent acknowledges that the County is a governmental entity subject to the Florida Public Records Law (Chapter 119, Florida Statutes). The Respondent further acknowledges that any materials or documents provided to the County may be “public records” and, as such, may be subject to disclosure to, and copying by, the public unless otherwise specifically exempt by Law.

Should the Respondent provide the County with any materials which it believes, in good faith, contain information that would be exempt from disclosure or copying under Florida Law; the Respondent shall indicate that belief by typing or printing, in bold letters, the phrase “PROPRIETARY INFORMATION” on the face of each affected page of such materials. The Respondent shall submit to the County both a complete copy of such material and a redacted copy in which the exempt information on each affected page, and only such exempt information, has been rendered unreadable. In the event a respondent fails to submit both copies of such material, the copy submitted will be deemed a public record subject to disclosure and copying regardless of any annotations to the contrary on the face of such document or any page(s) thereof.

Should any person request to examine or copy any material so designated and provided the affected Respondent has otherwise fully complied with this provision, the County, in reliance on the representations of the Respondent, will produce for that person only the redacted version of the affected materials? If the person requests to examine or copy the complete version of the affected material, the County shall notify the Respondent of that request, and the Respondent shall reply to such notification, in writing that must be received by the County no later than 4:00 p.m., EST, of the County business day following Respondent's receipt of such notification, either permitting or refusing to permit such disclosure or copying.

Failure to provide a timely written reply shall be deemed consent to disclosure and copying of the complete copy of such material. If the Respondent refuses to permit disclosure or copying, the Respondent agrees to, and shall, hold harmless and indemnify the County for all expenses, costs, damages, and penalties of any kind whatsoever which may be incurred by the County, or assessed or awarded against the County, in regard to the County's refusal to permit disclosure or copying of such material. If litigation is filed in relation to such request and the Respondent is not initially named as a party, the Respondent shall promptly seek to intervene as a defendant in such litigation to defend its claim regarding the confidentiality of such material. This provision shall take precedence over any provisions or conditions of any Proposal submitted by a Respondent in response to this RFP and shall constitute the County's sole obligation concerning maintaining the confidentiality of any document, material, or information submitted to the County.

8.3 Procurement Challenges

Any Respondent who desires to formally protest shall follow the procedures outlined in the Holmes County Code of Ordinances, Chapter 2 – Administration, Article 6 – Purchasing Section 2.115(f) – Competitive Procurements, which is incorporated by reference.

8.4 Construction and Venue

The validity, construction, and effect of this RFP and subsequent Contract shall be governed by the Laws of the State of Florida. The provisions of the RFP, Successful Respondent's Proposal, and subsequent Contract shall be complied with by the Parties, but only to the extent, they are consistent with applicable law and the Contract. In the event of an inconsistency, the Order of Precedence shall be followed:

- a. Laws of Florida and Contract
- b. RFP and all of its addendums and attachments
- c. Successful firm's Proposal

Venue for all actions arising under this RFP and subsequent Contract shall lie in Holmes County, Florida, United States.

8.5 Contract

The Successful Respondent will be required to enter into the contract with the County and will be required to perform the Work in accordance with the Contract terms and conditions. The County is under no obligation to modify the proposed Contract to conform to the Successful Respondent's Contract exceptions. Contingent Proposals will not be accepted. If acceptance of the Contract Award is contingent on an exception and modification to the Contract, the Respondent must provide this information to the County at the time of submission of technical questions, as outlined in the Schedule of Events in order to obtain a determination from the County regarding the proposed exception. If a Respondent's exception and modification are rejected by the County during the technical question portion of the Proposal process and the Respondent later submits a Proposal, Respondent shall be deemed to have accepted this Contract provision.

8.6 Insurance Requirements

Insurance Verification Requirements – See Appendix C11.

8.7 Federal Funding Requirements

Funding used to procure this contract will be federal funding and all respondents should be made aware of provisions outlined in 2CFR 200.

- a. All non-Federal entities using federal funds must conform to the procurement standards identified in 2 CFR §§ 200.317 through 200.327.
- b. Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- c. The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
- d. If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain.
- e. All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.
- f. As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all sub-awards including all contracts and purchase orders for work or products under this award.

LEGAL ADVERTISEMENT

HOLMES COUNTY BOARD OF COUNTY COMMISSIONERS
RFP: 2024-01 FINANCING of AMBULANCES

**REQUEST FOR PROPOSAL No. RFP 2024-01 ADVERTISEMENT BEGIN
DATE:
Wednesday, January 31, 2024
RFP RELEASE DATE: Wednesday, January 31, 2024**

Sealed proposals to provide for the Financing of Ambulances project will be received at the office of the Board of County Commissioners, 107 E. Virginia St, Bonifay, FL 32425; until Friday, March 1, 2024, at 2:00 pm CST. Proposals received after said time will be returned unopened. The Board of County Commissioners will then conduct a public meeting on March 1, 2024, Local Time, at 3:00 pm CST at which time the proposals will be opened and read aloud. Proposals received after said time will be returned unopened.

The principal features of this procurement by the County are known as **Financing of Ambulances**. The specifications of this procurement are stated in the RFP 2024 – 01.

The RFP and any addenda issued will be posted to the County's Website at www.holmescountyfl.com or can be obtained by contacting Whitney Milburn, (850)547-1119 or hcadmin@holmescountyfl.org .

All technical inquiries and clarification requests shall be submitted in accordance with the RFP and in writing to Steve Connell, EMS Director, Holmes County 107 E Virginia Ave, Bonifay, FL 32425 or sconnell@holmescountyfl.org .
Verbal clarifications will not be provided.

*Holmes County is an Equal Opportunity Employer
MBE/WBE businesses are encouraged to participate*

ADA – Special Accommodations: Any person requiring accommodations by the County due to a disability should call Holmes County Administration Office at 850-547-1119 at least five (5) days before any pre-response conference, response opening, or meeting. If you are hearing or speech impaired, please contact the County Administration Office by the Florida Relay Service, which can be reached at 1-800-955-8771 (TDD).

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public

entity, and may not transact business with any public entity over the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO (\$35,000) for 36 months from the date of being placed on the convicted vendor list.

The Holmes County Board of County Commissioners reserves the right to waive informalities in any proposal; reject any or all proposals, in whole or in part; re-proposal a project, in whole or in part; and to accept a proposal that in its judgment is the lowest and best proposal of a responsible respondent. In accepting a proposal, Holmes County may award a contract based only on the base proposal, the base proposal plus all alternates, or the base proposal plus any alternates which Holmes County selects -- with all decisions being made based upon what Holmes County believes to be the best interests of its ratepayers, in the reasonable exercise of its discretion. Holmes County further reserves the right to increase or decrease quantities as may be required to meet the needs of Holmes County, at the unit price which was proposed.

Holmes County does not discriminate based on race, color, national origin, sex, religion, age, marital status, and disability/handicapped status in employment or provision of service.