

Doctors Memorial Hospital

REQUEST FOR STATEMENTS OF QUALIFICATIONS

HMGP WIND RETROFIT AND GENERATOR ENGINEERING DESIGN SERVICES

PROJECT

Wind Retrofit - Generator

HMGP Project No. 4734-116-R

FDEM Contracts H1428 (HMGP) | H1425 (State Match)

Issued by: Doctors Memorial Hospital, 333 N. Byron Butler Pkwy., Perry, FL, 32347

Doctors Memorial Hospital is an Equal Opportunity Employer. These solicitations are subject to FEMA Hazard Mitigation Grant Program requirements and 2 CFR Part 200 Uniform Guidance. Selection will be made on the basis of qualifications, not price. Fees will be negotiated with the top-ranked firm.

This Request for Statements of Qualifications is issued by Doctors Memorial Hospital in connection with the HMGP project funded through FEMA under Disaster Declaration DR-4734 (Hurricane Idalia) and administered by the Florida Division of Emergency Management.

NOTICE

Request for Statements of Qualifications

HMGP Wind Retrofit and Generator Engineering Design Services

Doctors Memorial Hospital, Florida

Doctors Memorial Hospital hereby solicits Statements of Qualifications from qualified professional engineering firms to provide Phase I HMGP Wind Retrofit and Generator Engineering Design Services for the project described herein, funded through the FEMA Hazard Mitigation Grant Program under Disaster Declaration DR-4734 (Hurricane Idalia).

Sealed SOQ labeled: "HMGP WIND RETROFIT AND GENERATOR ENGINEERING DESIGN SERVICES — WIND RETROFIT-GENERATOR — DO NOT OPEN"

Submit to:

Doctors Memorial Hospital
333 N. Byron Butler Pkwy.
Perry, Florida 32347

SOQ Due: October 23, 2026 at 2:00 P.M. Eastern Time

Submittals Required: 1 original, 4 copies

This procurement is subject to FEMA Hazard Mitigation Grant Program requirements and 2 CFR Part 200 Uniform Guidance. Doctors Memorial Hospital is an AA/EOE employer and requires all contractors and subcontractors to comply with Executive Order 11246. SOQ documents may also be obtained from <https://www.doctorsmemorial.com/>.

BY ORDER OF THE BOARD OF DIRECTORS, DOCTORS MEMORIAL HOSPITAL

SECTION 1 — INTRODUCTION & PROJECT OVERVIEW

Doctors Memorial Hospital, Florida (the "Hospital") invites qualified engineering firms or teams to submit Statements of Qualifications (SOQ) for professional engineering services in connection with the HMGP project, funded through the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) under Disaster Declaration DR-4734 (Hurricane Idalia) and administered by the Florida Division of Emergency Management (FDEM).

1.1 Issuing Authority

Doctors Memorial Hospital
333 N. Byron Butler Pkwy. | Perry, Florida 32347

1.2 Project Descriptions

Project: Wind Retrofit - Generator

HMGP Project No. 4734-116-R | FDEM Contracts H1428 (HMGP) & H1425 (State Match)

The project will provide wind protection and emergency power improvements at Doctors Memorial Hospital. Work will include installation of impact-resistant windows, doors, vents, and other building openings in accordance with a professional wind retrofit assessment, applicable FEMA guidance, ASCE 7, and the Florida Building Code.

The project will also replace the hospital's existing 22-year-old generator with a permanent approximately 1,000 kW generator, or appropriately sized unit as determined during design and bidding. Improvements will include an automatic transfer switch, concrete pad, electrical connections, and a 500-gallon diesel fuel tank. The generator will be designed and located to withstand applicable wind and flood hazards and maintain critical hospital operations during storm events.

All work shall comply with applicable federal, state, and local requirements, including NFIP requirements, the National Electrical Code, Florida Building Code, and applicable wind and impact standards. Design drawings and inspections for window and door protection shall be signed, sealed, and certified by a Florida-registered structural engineer, as required by Florida Statutes.

Scope of work includes but is not limited to:

- Surveying, site assessment, and existing conditions evaluation
- Hurricane retrofit assessment and wind protection design
- Generator and electrical system design
- Plans, specifications, and contract documents
- Permitting and regulatory coordination
- Bidding support
- Construction administration and inspection
- FDEM/FEMA documentation and closeout support

1.3 Funding Summary

Project	HMGP Contract	State Match Contract	Phase I Award	State Match
Wind Retrofit-Generator	H1428	H1425	\$2,112,718.22	\$692,694.50

Doctors Memorial Hospital is located in a fiscally constrained county per § 218.67(1), F.S. The State Match contract (H1425) was issued pursuant to § 252.37(6), F.S., waiving the local match requirement for the HMGP award. The firm selected under this SOQ will work within the funded amounts. Should cost increases be approved following the FEMA HMGP award, the Hospital and FDEM will address adjustments in accordance with applicable contract provisions.

SECTION 2 — SCOPE OF SERVICES

The selected firm shall provide all professional engineering services required to prepare the project for FEMA HMGP construction approval. The project shall be managed under a single contract with task-level accounting that allows separate tracking of costs and deliverables by project number. The general scope of services for the project includes the following tasks:

Task	Description
Surveying & Geotechnical	Complete site surveying, utility locating, and geotechnical exploration, including soil borings as required, to support the design of the emergency generator system and associated structural, electrical, and site improvements.
Building Envelope Wind Resistance Assessment	Perform a professional assessment of the existing facility to evaluate vulnerabilities to hurricane-force winds and recommend code-compliant retrofit measures for windows, doors, vents, and other building openings in accordance with FEMA guidance, ASCE 7, and the Florida Building Code.
Emergency Power System Evaluation and Design	Assess existing electrical and emergency power systems; perform load analysis and generator sizing; and develop plans, specifications, and construction documents for a code-compliant standby generator system and associated electrical, structural, and site improvements necessary to maintain critical hospital operations during emergency events.
Engineering Design	Preliminary and final design of wind mitigation and emergency backup power for Doctors Memorial Hospital.
Plans Preparation	Production of construction drawings, specifications, and contract documents suitable for permitting and competitive bidding.
Permitting	Preparation and submittal of all required local, state, and federal permit applications including FDEP/SJRWMD/NFWMD, Hospital development review, and other applicable regulatory authorizations.
Bidding Support	Preparation of bid documents; response to bidder RFIs; attendance at pre-bid conference; bid evaluation and recommendation of award.
Phase II Application Support	Compilation and submittal of all deliverables required for FEMA HMGP Phase II construction approval through FDEM.
Project Management & Coordination	Coordination with Doctors Memorial Hospital, FDEM Project Manager Jamie Kingsley, and applicable regulatory agencies throughout Phase I; monthly progress reports.

The consultant shall design within the approved HMGP scope of work, approved budget, benefit-cost basis, and project location. The consultant shall not recommend or implement a material change in generator capacity, site location, fuel storage, building-envelope treatment, protected openings, mitigation design criteria, or other approved project parameter without first providing a written change-impact analysis and obtaining written authorization from the Hospital and any required FDEM/FEMA approval.

The consultant shall not authorize construction, site disturbance, procurement of construction materials or equipment, or any other irreversible commitment of resources that may prejudice required FEMA environmental or historic-preservation review before the Hospital confirms in writing that all required approvals have been obtained. The consultant shall promptly notify the Hospital of any design condition, permit requirement, site condition, or proposed change that could affect the approved HMGP scope, budget, schedule, benefit-cost basis, floodplain compliance, or environmental/historic-preservation review.

The firm shall provide monthly progress reports for the Project, including task status, schedule status, deliverables completed and due, budget status, permitting status, material issues, and proposed corrective actions. All deliverables must satisfy FDEM project manager requirements and be submitted consistent with the applicable

FDEM contract period. Work shall be performed in accordance with FEMA HMGP requirements, 2 CFR Part 200, applicable Florida statutes, and local regulations.

SECTION 3 — SUBMITTAL REQUIREMENTS

3.1 Submission Instructions

Firms must submit 1 original and 4 copies of their SOQ in a sealed package labeled:

**" HMGP WIND RETROFIT AND GENERATOR ENGINEERING DESIGN SERVICES — WIND
RETROFIT-GENERATOR — DO NOT OPEN "**

Submit to: Doctors Memorial Hospital Administrator, 333 N. Byron Butler Pkwy., Perry, Florida 32347.

The Hospital reserves the right to reject any and all submittals, to waive informalities, and to accept the submittal deemed most advantageous to the public interest.

3.2 Required SOQ Contents

1. Cover letter (one page maximum) signed by an authorized representative
2. Table of contents
3. Firm overview: organizational structure, office location(s), size, relevant certifications
4. Project experience: demonstrated experience performing professional engineering services of comparable complexity, including critical-facility emergency power systems, generator sizing and installation, structural/wind retrofit design, hospital or healthcare-facility work, and/or FEMA or other federally assisted mitigation projects. Experience with Florida Building Code, applicable wind and flood design criteria, permitting, and FEMA/FDEM grant documentation is desirable.
5. Key personnel: resumes for Project Manager and Lead Engineer; Florida PE license number(s)
6. Project approach: narrative describing proposed methodology, understanding of HMGP Phase I deliverable requirements, and schedule
7. References: minimum 3 references for comparable projects completed within the past 5 years
8. Current workload statement and confirmation of capacity/availability
9. Attachment A — Respondent Acknowledgment Form (completed and signed)
10. Attachment B — Submittal Checklist (completed and signed)
11. Attachment C — Public Entity Crimes Affidavit (completed and signed)
12. Attachment D — Hold Harmless Agreement (completed and signed)
13. Attachment E — Federal Certifications, Debarment/Suspension Certification, Non-Collusion Certification, Covered Telecommunications Certification, Organizational Conflict-of-Interest Disclosure, and Proposed Subconsultant Disclosure, completed and signed.
14. Proof of professional liability insurance (certificate of insurance or letter of insurability)
15. E-Verify compliance certification per § 448.095, F.S.

3.3 Eligibility & Compliance Requirements

- Florida-licensed professional engineering firm (Chapter 471, F.S.)
- Not listed on the Florida Convicted Vendor List (§ 287.133, F.S.) or Discriminatory Vendor List (§ 287.134, F.S.)
- E-Verify enrollment and compliance per § 448.095, F.S.
- Not debarred or suspended from federal procurement or assistance programs

- Compliance with FEMA-required conflict of interest provisions at 2 CFR § 200.318

SECTION 4 — EVALUATION CRITERIA

Selection will be made on the basis of qualifications only, consistent with the Consultants' Competitive Negotiation Act (CCNA), § 287.055, F.S. Price will not be a factor in the evaluation and ranking of firms. Fees will be negotiated with the top-ranked firm after selection.

#	Criterion	Points	Description
1	Firm Qualifications & Experience	30	Firm's relevant experience with HMGP or other federally assisted engineering services; critical-facility emergency power; generator design, sizing, and installation; wind retrofit and structural/envelope improvements; Florida Building Code; applicable wind and flood design criteria; permitting; and FEMA/FDEM grant documentation.
2	Key Personnel Qualifications	25	Qualifications, licensure (Florida PE), and relevant experience of the Project Manager and Lead Engineer assigned to this contract.
3	Project Approach & Technical Understanding	25	Demonstrated understanding of the project scope, proposed methodology, and familiarity with FEMA HMGP Phase I/Phase II requirements and FDEM processes.
4	Past Performance & References	10	Verified performance on similar projects; ability to meet schedules and deliverable requirements for grant-funded work.
5	Capacity & Availability	10	Adequate staffing, resources, and schedule availability to complete Phase I deliverables within the contract period.
TOTAL		100	

An Evaluation Committee appointed by the Hospital Administrator will score and rank all responsive submittals. The Hospital Administrator will recommend the top-ranked firm to the Hospital Board of Directors for contract authorization. If fee negotiations with the top-ranked firm are unsuccessful, the Hospital will negotiate with the second-ranked firm.

SECTION 5 — TERMS, CONDITIONS & LEGAL NOTICES

5.1 Procurement Authority

This procurement is conducted pursuant to § 287.055, F.S. (CCNA), Chapter 125, F.S., and applicable FEMA grant procurement requirements under 2 CFR Part 200 Uniform Guidance.

This procurement is a qualifications-based selection for professional architectural/engineering services. Price shall not be used as a selection or ranking criterion. Following selection of the most qualified firm, the Hospital will negotiate a fair, competitive, and reasonable compensation agreement. If a satisfactory agreement cannot be negotiated, the Hospital will formally end negotiations and negotiate with the next most qualified firm, consistent with applicable federal and state requirements.

Before negotiating compensation, the Hospital will prepare and retain an independent estimate of the anticipated scope, labor categories, level of effort, direct costs, and schedule. Before executing the agreement and before approving any material amendment, the Hospital will perform and document a cost or price analysis, as applicable, to determine that compensation is fair and reasonable. The negotiation record will identify the basis for the final negotiated price.

5.1.1 Procurement Record

Procurement Record. The Hospital will maintain a procurement file sufficient to document compliance with applicable federal, state, and FDEM requirements. The file will include the procurement method and rationale; public-notice and outreach documentation; solicitation and addenda; respondent list; submittals received; evaluator appointment and conflict certifications; scoring and ranking records; responsibility and exclusion verification; independent estimate; cost or price analysis; negotiation memorandum; Board authorization; executed agreement and amendments; and contract-administration records.

5.2 Federal Requirements

The resulting agreement is funded in whole or in part by FEMA Hazard Mitigation Grant Program assistance and is subject to applicable federal, state, and FDEM requirements. The agreement shall incorporate, by an attached and controlling Federal Contract Provisions and Certifications exhibit, all provisions applicable under 2 CFR Part 200, including Appendix II, FEMA award terms, FEMA policy, and FDEM subaward conditions. In the event of conflict, the more stringent applicable requirement shall govern to the extent permitted by law. The consultant shall flow down all applicable provisions to approved subconsultants.

The agreement shall include all federal, state, FEMA, and FDEM provisions applicable to the resulting agreement, considering the contract type, amount, scope, federal award terms, and legal thresholds. The controlling Federal Contract Provisions and Certifications exhibit will identify each applicable provision and its required flow-down obligations.

- Equal Employment Opportunity (Executive Order 11246)
- Copeland Anti-Kickback Act compliance
- Contract Work Hours and Safety Standards Act
- Rights to Inventions Made Under a Contract or Agreement
- Debarment and Suspension (2 CFR Part 180 and Part 3000)
- Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352)
- Domestic Preferences for Procurements (2 CFR § 200.322) — To the greatest extent practicable and consistent with law, the contractor shall provide a preference for goods, products, and materials produced in the United States, in accordance with 2 CFR § 200.322 and the applicable Federal award terms. The consultant shall identify and incorporate into design and construction-procurement documents all domestic-preference, BABAA, waiver, certification, tracking, and flow-down requirements identified by the Hospital, FDEM, or FEMA.
- Appendix II to 2 CFR Part 200
- FEMA General Conditions and Standard Terms applicable to HMGP sub-awards
- Prohibition on Covered Telecommunications Equipment or Services (2 CFR § 200.216; FY2019 NDAA § 889; FEMA Policy 405-143-1)
- Clean Air Act (42 U.S.C. §§ 7401–7671q) and Federal Water Pollution Control Act (33 U.S.C. §§ 1251–1387)
- Procurement of Recovered Materials (2 CFR § 200.323) — contractor shall comply with 2 CFR § 200.323 and applicable EPA recovered-material procurement requirements when applicable.
- Access to Records and Inspection Rights — contractor must provide FEMA, DHS OIG, the U.S. Comptroller General, FDEM, and Doctors Memorial Hospital access to all records, documents, and other materials related to contract performance for audit and inspection purposes; this requirement flows down to all subcontractors (2 CFR § 200.337)
- DHS Seal, Logo, and Flags — contractor shall not use the DHS or FEMA seal, logo, crest, or reproductions of flags or likenesses of DHS officials without specific prior written approval from FEMA
- Small, Minority, Women's, Veteran-Owned, and Labor Surplus Area Business Outreach (2 CFR § 200.321) — Doctors Memorial Hospital will take affirmative steps to solicit qualified small businesses, minority-owned firms, women's business enterprises, veteran-owned businesses, and labor surplus area firms; the selected firm is expected to apply the same affirmative steps to any subconsultant or subcontractor engagements
- Build America, Buy America Act (BABAA) — NOTE: Domestic-preference and Build America, Buy America requirements, including any FEMA-specific waivers or exemptions, will be determined by the

Hospital in consultation with FDEM and FEMA based on the applicable award terms, federal-obligation date, project scope, and procurement. The selected firm shall identify potentially applicable domestic-preference requirements during design and incorporate compliant specifications, certifications, tracking, and bid-document provisions when directed by the Hospital.

5.3 Public Records

All submittals become public records of Doctors Memorial Hospital subject to Chapter 119, F.S. upon opening. The public records custodian for Doctors Memorial Hospital is the Hospital Administrator, 333 N. Byron Butler Pkwy., Perry, Florida 32347, (850) 584-0648.

Pursuant to § 119.0701, F.S., the contractor resulting from this solicitation shall: (1) keep and maintain all public records required by Doctors Memorial Hospital to perform the services; (2) upon request from the Hospital's public records custodian, provide the Hospital with a copy of requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, F.S.; (3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the Hospital; and (4) upon completion of the contract, transfer, at no cost, to the Hospital all public records in its possession or keep and maintain public records required by the Hospital. Failure to comply with public records disclosure requirements may result in civil or criminal penalties. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, F.S., TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: Doctors Memorial Hospital Administrator, 333 N. Byron Butler Pkwy., Perry, Florida 32347, (850) 584-0648.

5.4 Cone of Silence / Communications

From the date of issuance of this SOQ until the Hospital Board of Directors awards a contract, firms and their agents shall not communicate with Hospital staff, Board members, or Evaluation Committee members regarding this solicitation except as expressly authorized by this document. All questions regarding this SOQ must be submitted in writing to Ashley Biddy, CEO, at abiddy@doctorsmemorial.com no later than October 16, 2026 at 2:00 P.M. Eastern Time. Oral interpretations are not binding. Only a written addendum issued by the Hospital may modify this SOQ. The Hospital will post each addendum at <https://www.doctorsmemorial.com/> and distribute it to all known plan holders. Respondents are responsible for checking the webpage before submitting an SOQ.

5.5 Disqualification

Submittals that are late, incomplete, unsigned, or that otherwise fail to conform to the requirements of this SOQ may be rejected as non-responsive. The Hospital may waive only nonmaterial irregularities that do not affect respondent responsibility, eligibility, qualifications, scope, competition, price reasonableness, or fair and equal treatment of respondents. The basis for any waiver will be documented in the procurement record.

5.6 Costs of Preparation

The Hospital is not responsible for any costs incurred by firms in the preparation or submission of SOQs.

5.7 Contract

The successful firm will be required to execute a professional services contract with Doctors Memorial Hospital, subject to Board of Directors approval. The contract will incorporate all applicable FEMA HMGP and FDEM sub-award requirements, including those contained in FDEM Contracts H1428 and H1425.

The professional services contract shall also comply with the mandatory contract provisions of § 287.058, F.S., including: a clause permitting the Hospital to unilaterally cancel the contract if the contractor refuses public access to records made or received in connection with the contract; billing detail sufficient for proper preaudit and postaudit; and compliance with state travel reimbursement rates if travel is a reimbursable expense. The contract shall further comply with the Prompt Payment Act, § 215.422, F.S., specifying payment timing and applicable interest penalties for late payment. Records retention shall comply with 2 CFR § 200.334, requiring retention for a

minimum of three years from submission of the final federal financial report, or longer if audit, litigation, or other action is pending.

The Hospital will not reimburse work performed outside the executed agreement, written notice to proceed, authorized task order, approved scope, or available funding. The contractor shall not begin a task, incur reimbursable costs, or implement a change in scope, schedule, location, design, or budget without prior written authorization from the Hospital and any required FDEM/FEMA approval.

5.8 Human Trafficking Affidavit

The firm warrants and represents that it does not use coercion for labor or services as defined in § 787.06, Florida Statutes. By submitting a response to this solicitation, the respondent certifies that it does not and will not engage in, support, facilitate, or profit from coercion for labor or services, forced labor, or human trafficking in the performance of any contract resulting from this solicitation. The Hospital may terminate any contract resulting from this solicitation if the contractor is found to have submitted a false certification or is found in violation of § 787.06, F.S., during the term of the contract.

5.9- Scrutinized Companies

As provided in § 287.135, F.S., by submitting a response to this solicitation, the firm certifies that it is not on the Scrutinized Companies that Boycott Israel List, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, as those terms are defined in § 287.135, F.S. The firm further certifies that it does not have a business operation in Cuba or Syria. Doctors Memorial Hospital may terminate a contract with a firm if the firm is found to have submitted a false certification or if the firm is placed on any such list during the contract term. For contracts of one million dollars or more, the firm certifies that it is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel pursuant to § 215.4725, F.S. Submission of a response to this solicitation constitutes the firm's certification of the foregoing.

5.10 Conflicts of Interest and Ethics

This procurement is subject to conflict of interest requirements under both federal and state law. Under 2 CFR § 200.318(c), no employee, officer, or agent of Doctors Memorial Hospital may participate in the selection, award, or administration of a contract supported by a federal award if that individual has a real or apparent conflict of interest. Such conflicts arise when the employee, officer, or agent; any member of his or her immediate family; his or her partner; or an organization that employs or is about to employ any of these parties has a financial or other interest in, or a tangible personal benefit from, a firm considered for award. Violations must be reported to FEMA. In addition, pursuant to § 112.3143, F.S., any Hospital Director or Hospital employee who has a voting conflict or financial interest in this procurement must disclose that conflict in the manner prescribed by Florida law and abstain from participating in the decision. Respondent firms and their principals must disclose any known conflicts of interest in their cover letter. The professional services contract resulting from this solicitation will include conflict of interest provisions consistent with 2 CFR § 200.318(c) and § 112.313, F.S.

5.10.1 Organizational Conflicts of Interest.

Respondents shall disclose in writing any actual, potential, or apparent organizational conflict of interest, including prior or current involvement in development of the HMGP application, project scope, technical specifications, cost estimating, design criteria, or solicitation documents. A firm or subconsultant that prepares, materially assists in preparing, or has access to nonpublic specifications, scope requirements, design documents, or solicitation materials for a subsequent procurement shall be ineligible to compete for the resulting construction, supply, installation, or related contract when participation would create an organizational conflict of interest or an unfair competitive advantage. The selected consultant shall promptly disclose any such matter to the Hospital in writing.

ATTACHMENT A**RESPONDENT ACKNOWLEDGMENT FORM****HMGP Wind Retrofit and Generator Engineering Design Services
Wind Retrofit-Generator (4734-116-R)**

The undersigned authorized representative of the firm submitting this Statement of Qualifications acknowledges having read and understood the full content of this SOQ, and certifies that all information submitted is accurate and complete.

Firm Name: _____

Mailing Address: _____

City, State, ZIP: _____

Florida PE License No.: _____

Phone: _____ **Email:** _____

Authorized Signature

Printed Name and Title

Date

ATTACHMENT B

SUBMITTAL CHECKLIST

HMGP Wind Retrofit and Generator Engineering Design Services Wind Retrofit-Generator (4734-116-R)

Verify all required materials are included in the submittal package prior to submission. All items must be included for the submittal to be considered responsive.

✓	Item
☐	Cover letter (one page maximum) signed by an authorized representative
☐	Table of contents
☐	Firm overview: organizational structure, office location(s), size, relevant certifications
☐	Project experience: demonstrated relevant experience comparable HMGP or federally funded retrofit/generator Phase I projects
☐	Key personnel: resumes for Project Manager and Lead Engineer; Florida PE license number(s)
☐	Project approach: narrative describing proposed methodology, understanding of HMGP Phase I deliverable requirements, and schedule
☐	References: minimum 3 references for comparable projects completed within the past 5 years
☐	Current workload statement and confirmation of capacity/availability
☐	Attachment A — Respondent Acknowledgment Form (completed and signed)
☐	Attachment B — Submittal Checklist (completed and signed)
☐	Attachment C — Public Entity Crimes Affidavit (completed and signed)
☐	Attachment D — Hold Harmless Agreement (completed and signed)
☐	Proof of professional liability insurance (certificate of insurance or letter of insurability)
☐	E-Verify compliance certification per § 448.095, F.S.

Company Name

Proposer (signature)

Date

ATTACHMENT C**PUBLIC ENTITY CRIMES AFFIDAVIT**

Pursuant to § 287.133(3)(a), Florida Statutes, 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 bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in § 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

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

1. This sworn statement is submitted to _____
[print name of the public entity]
by _____ for _____
[print individual's name and title]

[print name of entity submitting sworn statement]

whose business address is _____

and its Federal Employer Identification Number (FEIN) or Social Security Number (SSN)

of the individual signing this sworn statement is _____.

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

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

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

- A predecessor or successor of a person convicted of a public entity crime; or
- An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate.

The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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

those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

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

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

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

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

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

[signature]

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me on this ____ day of

_____, 20____ by _____

who is personally known to me and who _____ did / _____ did not take an oath.

Signature of Notary

Printed Name of Notary

(Seal)

My Commission Expires: _____

ATTACHMENT D**HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor/Respondent agrees to defend, indemnify, and hold harmless Doctors Memorial Hospital, its Board of Directors, officers, employees, and agents from and against any and all claims, damages, losses, costs, and expenses, including reasonable attorney's fees, arising out of or resulting from the Contractor's/Respondent's performance of the professional services described in this SOQ or any resulting contract, or the acts or omissions of the Contractor's/Respondent's employees, agents, or subcontractors, but only to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the Contractor/Respondent or other persons employed or utilized by the Contractor/Respondent in the performance of the services.

This indemnification obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party described in this agreement. This agreement shall survive the termination or expiration of any resulting contract.

BY: _____
Signature of Owner or Officer

DATE: _____

ATTEST: _____
Corporate Secretary or Witness

Organization Phone Number

STATE OF: _____

COUNTY OF: _____

The foregoing instrument was acknowledged before me this _____ day _____ of 20____
by _____, of _____
_____(Company Name).

He/She is personally known to me or has produced _____ as identification, and did
_____/did not _____ take an oath.

Signature of Notary

Printed Name of Notary

(Seal)

My Commission Expires: _____

ATTACHMENT E**FEDERAL CERTIFICATIONS, DISCLOSURES, AND RESPONSIBILITY FORM**

This procurement is funded in whole or in part by the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP) under Disaster Declaration DR-4734 (Hurricane Idalia), administered by the Florida Division of Emergency Management (FDEM), and is subject to 2 CFR Part 200 Uniform Guidance and applicable FEMA/FDEM requirements. By submitting a Statement of Qualifications (SOQ) in response to the SOQ, the undersigned authorized representative of the Respondent firm certifies, represents, and warrants the following.

1. Debarment, Suspension, and Other Responsibility Matters (Federal)

The Respondent certifies that neither it, nor any of its principals, officers, directors, partners, owners, employees, or proposed subconsultants, is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any Federal procurement or non-procurement program or activity under 2 CFR Part 180 and 2 CFR Part 3000 (or successor regulations).

The Respondent further certifies that it has not, within a three-year period preceding the date of this form, been convicted of or had a civil judgment rendered against it for: (a) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) contract or subcontract; (b) violation of Federal or State antitrust statutes relating to the submission of offers; or (c) commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

The Respondent agrees to notify the Hospital immediately, in writing, of any suspension, debarment, proposed debarment, declaration of ineligibility, or other change in its Federal eligibility or responsibility that occurs at any time during the selection process or the term of any resulting contract.

2. Organizational Conflicts of Interest

The Respondent shall disclose in writing any actual, potential, or apparent organizational conflict of interest, including any prior or current involvement, directly or through an affiliate or proposed subconsultant, in development of the HMGP application, project scope, technical specifications, cost estimating, design criteria, or solicitation documents for the Project or any related procurement.

The Respondent certifies that it has not prepared, and will not prepare, specifications, scope requirements, design documents, or solicitation materials for a subsequent procurement in a manner that would create an organizational conflict of interest or provide an unfair competitive advantage to itself, an affiliate, or a proposed subconsultant in competing for the resulting construction, supply, installation, or related contract.

If the Respondent has any matter to disclose under this Section 2, describe it fully on a separate page attached to this form.

3. Non-Collusion Certification

The Respondent certifies that this SOQ is made independently and in good faith, without collusion, fraud, or any agreement or understanding with any other person or firm regarding the amount of any response, the identity of any respondent, or the allocation of awards, and that no attempt has been made or will be made to induce any other person or firm to submit or not to submit a response for the purpose of restricting competition.

4. Byrd Anti-Lobbying Certification and Disclosure (31 U.S.C. § 1352)

The Respondent certifies that it has not made, and will not make, any payment prohibited by 31 U.S.C. § 1352, or any associated regulation, 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 the award of any Federal contract, grant, loan, or cooperative agreement.

If the Respondent has made or agreed to make any payment using non-Federal funds that would require disclosure under 31 U.S.C. § 1352 and applicable implementing regulations, the Respondent shall complete and submit the required Lobbying Disclosure Form (SF-LLL) with this Attachment E.

5. Covered Telecommunications Equipment or Services (2 CFR § 200.216; FY2019 NDAA § 889; FEMA Policy 405-143-1)

The Respondent certifies that it will not provide, and will not use in the performance of any resulting contract, any covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, as defined in 2 CFR § 200.216 and Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, including equipment or services produced or provided by Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, Dahua Technology Company, or any subsidiary or affiliate thereof, or any entity identified as a covered entity by the appropriate Federal authority.

6. Proposed Subconsultants, Affiliates, and Teaming Partners

The Respondent shall identify below each proposed subconsultant, affiliate, joint-venture or teaming partner, and the role each will perform in the Project. The Respondent shall obtain written agreement from each proposed subconsultant to comply with all applicable requirements of the SOQ and any resulting contract, including flow-down of applicable Federal, FEMA, FDEM, and State provisions.

Proposed Subconsultant / Affiliate / Teaming Partner: _____ Role: _____

Proposed Subconsultant / Affiliate / Teaming Partner: _____ Role: _____

Proposed Subconsultant / Affiliate / Teaming Partner: _____ Role: _____

7. Domestic Preference and Build America, Buy America (BABAA) Compliance

The Respondent certifies that it will comply with all applicable domestic-preference and Build America, Buy America requirements, including any FEMA-specific waivers or exemptions, as determined by the Hospital in consultation with FDEM and FEMA based on the applicable award terms, Federal obligation date, project scope, and procurement. The Respondent shall identify potentially applicable domestic-preference requirements during design and incorporate compliant specifications, certifications, tracking, and bid-document provisions when directed by the Hospital.

8. Flow-Down of Federal, FEMA, FDEM, and State Provisions

The Respondent agrees that all applicable Federal, FEMA, FDEM, and State requirements, including those set forth in the SOQ, 2 CFR Part 200 (including Appendix II), FEMA award terms and policy, FDEM subaward conditions, and applicable Florida statutes, shall be incorporated into and flow down to any resulting contract and to all approved subconsultants and subcontractors, to the extent applicable.

9. Equal Employment Opportunity, Civil Rights, and Nondiscrimination

The Respondent certifies that it will comply with Executive Order 11246, as amended, and all applicable civil-rights and nondiscrimination requirements, and will not discriminate on the basis of race, color, national origin, sex, disability, age, or any other protected basis in the performance of any resulting contract.

10. Certification of Truthfulness and Accuracy

The Respondent certifies that all statements, representations, and information provided in this Attachment E and in its SOQ are true, accurate, and complete to the best of its knowledge and belief. The Respondent understands that false, fictitious, or fraudulent statements or claims in connection with a Federal award may be subject to criminal, civil, and administrative penalties, including under the False Claims Act and applicable Federal and State law, and may result in rejection of its SOQ or termination of any resulting contract.

Firm Name: _____

Mailing Address: _____

City, State, ZIP: _____

Authorized Representative (Printed Name and Title): _____

Signature: _____

Date: _____

NOTE: If the Respondent has a matter to disclose under Section 2 (Organizational Conflicts of Interest), attach a separate page describing the matter in full. If a lobbying disclosure is required under Section 4, attach the completed SF-LLL form.