



For
Veterinary Pharmaceuticals and Supplies

LAKE COUNTY, FLORIDA, a political subdivision of the State of Florida, through its Board of County Commissioners (hereinafter "County") does hereby accept, with noted modifications, if any, the bid of **MedFIRST Healthcare Supply, Inc.** (hereinafter "Contractor") to supply **Veterinary Pharmaceuticals and Supplies** to the County pursuant to County Bid number 26-304 with any included addenda (hereinafter "Bid"), with an opening date of 6/10/2026, and Contractor's Bid response dated 6/10/2026, thereto with all County Bid provisions governing.

A copy of the Contractor's signed Bid is attached hereto and incorporated herein, thus making it a part of this Contract except that any items not awarded have been struck through. The attachments noted below (if any) are attached hereto and are also made a part of this Contract.

ATTACHMENTS:

Attachment 1 – Submittal Form

Attachment 2 – Affidavit Form

Attachment 3 – Pricing Sheet

Addendum 1

Exhibit A – Scope of Work

Exhibit B – Insurance Requirements

Exhibit C – General Terms & Conditions v.5.6.21

No financial obligation under this Contract shall accrue against the County until a specific purchase transaction is completed pursuant to the terms and conditions of this Contract.

The County's Procurement Services Director shall be the sole judge as to the fact of the fulfillment of this Contract, and upon any breach thereof, shall, at his option, declare this Contract terminated, and for any loss or damage by reason of such breach, whether this Contract is terminated or not, said Contractor and their surety for any required bond shall be liable.

This Contract is effective from 8/1/2026 through 7/31/2027, except the County reserves the right to terminate this Contract immediately for cause and/or lack of funds and with thirty (30) day written notice for the convenience of the County. This Contract provides for two (2) two (2) year renewals at Lake County's sole option at the terms noted in the Bid.

Modifications to this Contract must be in writing signed by the County's Procurement Services Director.

Approved as to form and legality:

LAKE COUNTY, FLORIDA

Melanie Marsh 7/20/26
Melanie Marsh, County Attorney

Jennifer Barker
Jennifer Barker, County Manager

Date: 7/22/26

CAO review: _____

The undersigned hereby declares that MedFIRST Healthcare Supply, Inc. has reviewed and accepts all specifications, terms, and conditions outlined in this Solicitation and affirms compliance with all legal requirements necessary to conduct business with the County, and to provide **VETERINARY PHARMACEUTICALS & SUPPLIES** specified. Submittals were advertised to be submitted by 3:00 P.M. Eastern time on the date indicated in the Solicitation or any subsequent addenda. Furthermore, the undersigned confirms they are duly authorized to execute this document, as well as any related contracts or transactions resulting from the award of this Solicitation.

1.0 TERM OF CONTRACT

Contract will be awarded for an initial one (1) year term with the option for two (2) subsequent two (2) year renewals. Renewals are contingent upon mutual written agreement.

Contract will commence upon the first day of the next calendar month after approval by the authorized authority. The Contract shall remain in effect until completion of both the expressed and implied warranty periods. The County reserves the right to negotiate for additional services or items of a similar nature that were not known or anticipated at the time of solicitation.

2.0 PAYMENT

Contractor shall email County's using department an accurate invoice within 30 calendar days after delivery. Invoices shall reference: Lake County BCC, purchase/task order, delivery date, delivery location, and corresponding packing slip or delivery ticket signed by a County representative at the time of acceptance. Failure to submit invoices in the prescribed manner will delay payment.

Payments will be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes.

All pricing will be FOB Destination unless otherwise specified in this solicitation document. Pricing submitted will remain valid for a ninety (90) day period.

The County's preferred method for invoice payment is electronic remittance via virtual credit card (eCard) payments rather than paper checks. Contractors are encouraged to adopt this electronic payment option. The eCard system is designed to expedite payables and improve efficiency compared to paper check payments. This procedure aligns with the County's responsibilities and objectives, reflecting a commitment to leveraging technology to deliver greater value to taxpayers.

Vendor requests more information about accepting eCard for payment: NO

Vendor accepts MasterCard for payment: NO

3.0 CERTIFICATION REGARDING LAKE COUNTY TERMS AND CONDITIONS

I certify that I have reviewed the General Terms and Conditions for Lake County Florida and accept the Lake County General Terms and Conditions dated 5/6/21 as written including the Proprietary/Confidential Information section. YES

The Contractor hereby certifies that, pursuant to Section 287.135, Florida Statutes, it or its subcontractors are not listed on the Scrutinized Companies that Boycott Israel and are not participating in a boycott of Israel. The Contractor understands that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject it to civil penalties, attorneys' fees, and costs. The Contractor further understands that any contract with the County for goods or services may be terminated at the option of the County if the Contractor is found to have submitted

a false certification or has been listed on the Scrutinized Companies that Boycott Israel list or is participating in a boycott of Israel.

For purchases of \$1 million or more:

By submitting a response to any solicitation, the Contractor hereby certifies that, pursuant to Section 287.135, Florida Statutes, it or its subcontractors are not listed on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies with Activities in Sudan List, are not listed on the Scrutinized Companies that Boycott Israel and are not participating in a boycott of Israel, and are not engaged in business operations in Cuba or Syria. The Contractor understands that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject it to civil penalties, attorneys' fees, and costs. The Contractor further understands that any contract with the County for goods or services of \$1 million or more may be terminated at the option of the County if the Contractor is found to have submitted a false certification or it or its subcontractors have been listed on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies with Activities in Sudan List, is listed on the Scrutinized Companies that Boycott Israel list or is participating in a boycott of Israel, or is engaged in business operations in Cuba or Syria.

Failure to acknowledge may result in Submittal being deemed non-responsive.

4.0 CERTIFICATION REGARDING FELONY CONVICTION

Has any officer, director, or an executive performing equivalent duties, of the bidding entity been convicted of a felony during the past ten (10) years? NO

5.0 CONFLICT OF INTEREST DISCLOSURE CERTIFICATION

Except as listed below, no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and, this Submittal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud. Click or tap here to enter text.

6.0 CERTIFICATION REGARDING BACKGROUND CHECKS

Under any County Contract involving Contractor or subcontractor personnel working in proximity to minors, the Vendor hereby confirms that all such personnel will have successfully completed an initial Certified Background Check, as well as subsequent annual checks, conducted by Contractor at no additional cost to County. The Vendor agrees to comply fully with all applicable Florida Statutes governing background investigations. The County reserves the right to request and review any related records, with or without cause, and to require the immediate replacement of any Contractor employee found to be in violation of these requirements. Furthermore, the Contractor shall indemnify and hold the County harmless from any liability arising from the actions of such personnel. Additional requirements may apply as specified within any particular contract award. YES

7.0 DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

The County does not set specific goals for minority set-asides; however, participation by both minority and non-minority qualified firms is strongly encouraged. If your firm is classified as a minority-owned business or holds certification from the State of Florida, Office of Supplier Diversity, (OSD) as a Certified Minority Business Enterprise (CMBE), please indicate the appropriate classification(s) American Woman American Woman

and enter OSD Certification Number See Attached
and enter effective date 8/27/2024 to date 8/27/2026

8.0 ANTITRUST VIOLATOR VENDOR LISTS

A person or affiliated entity listed on the antitrust violator vendor list due to a conviction or civil liability for an antitrust violation is prohibited from submitting bids, proposals, or responses for any new contracts to provide goods or services to a public entity. This restriction also applies to new contracts involving the construction or repair of a public building or public works, new leases of real property to a public entity, and includes being awarded or performing work as a contractor, supplier, subcontractor, or consultant under any such new contract. Furthermore, such persons or affiliates are barred from transacting any new business with a public entity.

9.0 FEDERAL FUNDING – N/A

A contract award expected to equal or exceed \$25,000 or a contract award at any tier for a federally required audit (irrespective of the contract amount) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. part 180. The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Recipients, contractors, and subcontractors (at any level) that enter into covered transactions are required to verify that the entity (as well as its principals and affiliates) with which they propose to contract or subcontract is not excluded or disqualified. This is done by: (a) checking the SAM exclusions; (b) collecting a certification from that person; or (c) adding a clause or condition to the contract or subcontract.

Registration or search can be conducted here: [SAM Directory and Registration website](#)

REQUIRED for this project – The System for Award Management (SAM.gov) Unique Entity ID
[SAM.gov](#) | Home: DCL4D3SVG2X6

10.0 LOCAL VENDOR PREFERENCE – N/A**11.0 GENERAL VENDOR INFORMATION**

Firm Name: MedFIRST Healthcare Supply, Inc

Street Address: 2842 County Road 523, Bldg B, Unit 05

City: Wildwood State and ZIP Code: FL 34785

Mailing Address (if different): P.O. Box 218, Yalaha, FL 34797

Telephone: 352-242-0110

Purchase Order Email Address: Kristen@medffirst.biz

Federal Identification Number / TIN: 59-2992823

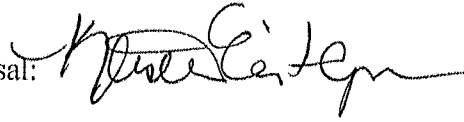
12.0 SUBMITTAL SIGNATURE

I hereby certify the information provided in this Submittal is true and accurate. I acknowledge that my electronic signature carries the same legal effect as a signature made under oath. I affirm that I am an authorized representative of the Vendor and have full authority to execute this Submittal on the Vendor's behalf. On behalf of myself and the Vendor, I acknowledge and agree to comply with all terms and conditions set forth in this Solicitation, including any attachments, exhibits, or addenda.

ATTACHMENT 1 – SUBMITTAL FORM

26-304

Name of Legal Representative Submitting this Proposal:



Date: 5/13/2026

Print Name: Kristen Ellis-Legros

Title: President

Primary E-mail Address: Kristen@medfirst.biz

Secondary E-mail Address: Accounting@medfirst.biz

The individual signing this Submittal affirms that the facts stated herein are true and that the response to this Solicitation has been submitted on behalf of the aforementioned Vendor.

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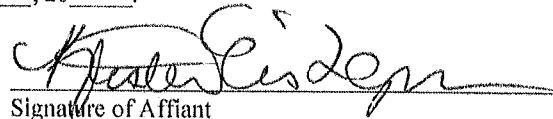
AFFIDAVIT OF COMPLIANCE WITH FLORIDA & FEDERAL LAW

Before me, the undersigned authority, personally appeared (Name of affiant) Kristen Ellis-Legros, who, after being firstduly sworn, deposes and says of his or her personal knowledge the following:

1. Affiant is the (Title) President of (Business Name) MedFIRST Healthcare Supply, Inc. which is authorized to conduct business in the State of Florida, hereinafter called the "Business."
2. *Prohibition on Providing Personal Identifying Information to Foreign Entities of Concern:* I affirm that Business is not owned by a foreign country of concern, a does a foreign country of concern does not have a controlling interest in Business, and that Business is not organized under the laws of nor does it have its principal place of business in a foreign country of concern, as defined in Section 287.138, Florida Statutes.
3. *Prohibition on Providing Economic Incentives to Foreign Entities of Concern:* I affirm that Business is not a foreign entity, as defined in Section 288.0071, Florida Statutes.
4. *Compliance with Human Trafficking Laws:* I affirm that Business does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled "Human Trafficking."
5. *Compliance with Prohibition on Support of Terrorist Organizations:* I affirm that Business is in full compliance with Section 943.03102, Florida Statutes, and that Business does not, and will not directly, or indirectly support a foreign terrorist organization or a domestic terrorist organization, or any member of such organization, nor enter into any contract with or accept any funds from a foreign or domestic terrorist organization whose designation as such has been published in the Florida Administrative Register in accordance with applicable law.
6. *Compliance with 8 USC 1621.* I acknowledge that the State of Florida has not "opted out" of 8 USC 1621 and affirm that, if Business is provided a grant of public funds from County, use of said public funds will comply with 8 USC 1621.
7. Under penalties of perjury, I declare that I am duly authorized and empowered and have sufficient knowledge to execute and deliver this Affidavit and that I have read the foregoing Affidavit and the facts stated in it are true.

Signed and Delivered on the 13th day of May, 20 26.

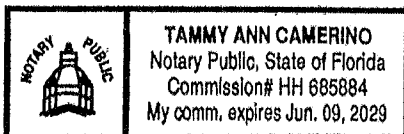
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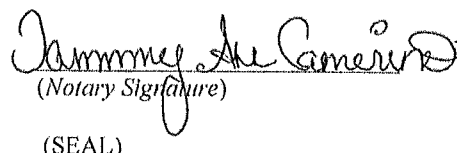

Signature of Affiant

Kristen Ellis-Legros
Printed Name

STATE OF Florida
COUNTY OF Lake

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 13th day of May, 20 26, by Kristen Ellis-Legros, who is ☒ personally known to me or ☐ has produced identification (type): FL DL.




(Notary Signature)
(SEAL)

MedFIRST Healthcare Supply, Inc.**SAVE AND SUBMIT AS AN EXCEL FILE**

Contractor shall provide all labor, materials, tools, transportation, and equipment necessary to perform the services in accordance with the specified requirements listed and implied. Estimates if provided, are for evaluation purposes only.

Alterations to locked cells may result in disqualification of submission.

Item	DESCRIPTION	Unit/Measurement	Current Manufacturer	Unit Price	Manufacturer
Pharmaceuticals/Medications					
1	Albon (Sulfadimethoxine) Oral Suspension 5%, 60mL	N/A	ZOET	\$0.00	No Bid
2	Amikacin Injection, 500mg, 2mL	N/A	SAGEN	\$0.00	No Bid
3	Ampicillin for Suspension (25g)	Bottle	US VET	\$0.00	No Bid
4	Amoxicillin and Clavulanate Potassium 375 Tablets (Clavamox)	210 Tablets	VTI	\$0.00	No Bid
5	Amoxicillin and Clavulanate Potassium 250 Tablets (Clavamox)	210 Tablets	VTI	\$0.00	No Bid
6	Amoxicillin and Clavulanate Potassium 125 Tablets (Clavamox)	210 Tablets	VTI	\$0.00	No Bid
7	Amoxicillin and Clavulanate Potassium 62.5 Tablets (Clavamox)	210 Tablets	VTI	\$0.00	No Bid
8	Amoxicillin and Clavulanate Potassium for Oral Suspension (Clavamox) 200 mg/28.5 mg per 5 mL	50mL Bottle	AUROB	\$0.00	No Bid
9	Atropine Sulfate Injection 0.4mg/mL, 20mL	20mL Bottle	WESTW	\$0.00	No Bid
10	Azithromycin Suspension 200mg/5mL, 30mL	30ml Bottle	TEVA	\$0.00	No Bid
11	Carprovet (OR EQUIVALENT) (Carprofen) Caplets for Dogs 100mg, 180 Count	Bottle of 180	DECHR	\$0.00	No Bid
12	Carprovet (OR EQUIVALENT) (Carprofen) Caplets for Dogs 25mg, 180 Count	Bottle of 180	DECHR	\$0.00	No Bid
13	Cephalexin Capsules 250mg, 500 Count	Bottle of 500	LUPI	\$0.00	No Bid
14	Cephalexin Capsules 500mg, 500 Count	Bottle of 500	ASCEND	\$0.00	No Bid
15	Cerenia Injectable 10mg/ML	20mL Vial	ZOETIS		No Bid
16	Ciprofloxacin Tablets 500mg, 100 Count	Bottle of 100	AURO	\$0.00	No Bid
17	Claro Otic Solution (OR EQUIVALENT) , 1mL	Box of 10 applications	VTI	\$0.00	No Bid
18	Clindamycin Capsules 150mg, 100 Count	Bottle of 100	AUROB	\$0.00	No Bid
19	Clomipramine Hydrochloride 40mg tablets	30 Tablets	VTI	\$0.00	No Bid
20	Convenia (Cefovecin Sodium) Antimicrobial Injection, 10mL	1 box of 10ml plus sterile diluent	ZOET	\$0.00	No Bid
21	Depo-Medrol (Methylprednisolone Acetate) Sterile Aqueous Suspension 20mg/mL, 20mL	20ml bottle	ZOET (NO SUBSTITUTION ALLOWED)	\$0.00	ZOET (NO SUBSTITUTION ALLOWED)
22	Dopram Injection 400mg, 20mL	20ml bottle	WESTW	\$0.00	No Bid
23	Doxycycline Capsules 100mg, 50 Count	50 count bottle	HIKMA	\$0.00	No Bid
24	Doxycycline Hyclate Tablets 20mg, 100 Count	Bottle of 100	LANNE	\$0.00	No Bid
25	Enroquin (Enrofloxacin) 22.7mg Flavored Tablets, Antibacterial, 100 Count	Bottle of 100	PUTNE	\$0.00	No Bid
26	Entyce (OR EQUIVILENT) 30mg/mL capmorelin	30ml Bottle	Elanco	\$0.00	No Bid
27	Epinephrine Injection 1:1000, Sterile Multi Dose Vial, 50mL	50mL Bottle	VTI	\$0.00	No Bid
28	Euthasol Solution, 100mL	100mL Bottle	VIRBA (NO SUBSTITUTION ALLOWED)	\$0.00	VIRBA (NO SUBSTITUTION ALLOWED)
29	FlavoRx OR EQUIVALENT Compounding Syrup, Sweet, 16oz	16oz Bottle	FLAVX	\$0.00	No Bid
30	Fluriso (Isoflurane) Liquid for Inhalation, 250mL	250ml Bottle	VTI	\$0.00	No Bid
31	Fortified Vitamin B Complex Injection, 250mL	N/A	AGRIL	\$0.00	No Bid

Item	DESCRIPTION	Unit/Measurement	Current Manufacturer	Unit Price	Manufacturer
32	Gabapentin Capsules 100mg, 500 Count	Bottle of 500	SCIEG	\$0.00	No Bid
33	Gabapentin Capsules 300mg, 500 Count	Bottle of 500	SCIEG	\$0.00	No Bid
34	Gentamicin Sulfate Ophthalmic Solution 0.3%, 5mL	5ml Bottle	GRNST	\$0.00	No Bid
35	Heparin Sodium Injection 10000 IU/mL, 4mL	N/A	SAGEN	\$0.00	No Bid
36	Immiticide or equivalent Canine Heartworm Treatment, Sterile Powder for Injection, 2mL	Box of 5 bottles		\$0.00	No Bid
37	Kwik Stop OR EQUIVALENT Styptic Powder, 1.5oz	1.5oz Jar	MIRAC	\$0.00	No Bid
38	Lactated Ringer's Injection, 1000mL	Carton of 12	NOVA-TECH	\$0.00	No Bid
39	Lidocaine Injection 2%, 50mL	50mL Bottle	HIKMA	\$0.00	No Bid
40	Marquis (15% w/w Ponazuril) Antiprotozoal Oral Paste, 127gm	1 tube, 127gm	MERIA (NO SUBSTITUTION ALLOWED)	\$0.00	MERIA (NO SUBSTITUTION ALLOWED)
41	Metacam (Meloxicam) 5mg/mL Solution for Injection, 10mL	EA	MERIA	\$0.00	No Bid
42	Methimazole Tablets 5mg	N/A	HERIT	\$0.00	No Bid
43	Metronidazole Tablets 500mg, 500 Count	Bottle of 500	VIONA	\$0.00	No Bid
44	Metronidazole Tabs 250mg	Bottle of 500	VIONA	\$0.00	No Bid
45	Metronidazole Tabs 500mg	Bottle of 500	UNICH	\$0.00	No Bid
46	Mirataz or equivalent (Mirtazapine Transdermal Ointment), 5 gm	5gm Tube	DECHRA	\$0.00	No Bid
47	Neomycin Sulfate 3.5mg/gm-Polymyxin B Sulfate 10000 IU/gm-Bacitracin Zinc 400 IU/gm Ophthalmic Ointment, 3.5gm	3.5gm Tube	VALEA	\$0.00	No Bid
48	Orbifloxacin (Orbax) (OR EQUIVALENT) 20mL	20 mL Bottle	MERCK		No Bid
49	OstiFen (Carprofen) Caplets for Dogs 100mg, 180 Count	Bottle of 180	VT1	\$0.00	No Bid
50	OstiFen (Carprofen) Caplets for Dogs 75mg, 180 Count	Bottle of 180	VT1	\$0.00	No Bid
51	Otomax OR EQUIVALENT Ointment, 15gm	Box of 12 bottles, 15gm each	MERCK	\$0.00	No Bid
52	Otomite OR EQUIVALENT Plus Ear Miticide, 0.5oz	0.5oz Bottle	VIRBA	\$0.00	No Bid
53	Panacur OR EQUIVALENT Dewormer Granules for Dogs, 1lb	1 pound tub	MERCK	\$0.00	No Bid
54	Panacur OR EQUIVALENT Horse and Cattle Dewormer Suspension, 1 Liter	1L bottle	MERCK	\$0.00	No Bid
55	Phenobarbital Tablets 60mg, 100 Count	N/A	WINDE	\$0.00	No Bid
56	Phenylbutazone 20% Injection for Horses, 100mL	100mL Bottle	VT1	\$0.00	No Bid
57	Praziquantel 56.8mg/mL	10mL Bottle	Bimeda	\$0.00	No Bid
58	Prednisone Tablets 10mg	Bottle of 100	JUBIL	\$0.00	No Bid
59	Prednisone Tablets 20mg	Bottle of 100	AMNEAL	\$0.00	No Bid
60	Prednisone Tablets 5mg	Bottle of 100	JUBIL	\$0.00	No Bid
61	Propovan CF (Propofol) Anesthetic Injection, 20mL	EA	VT1	\$0.00	No Bid
62	Putney Carprofen Caplets for Dogs 25mg, 60 Count	Bottle of 180	PUTNE	\$0.00	No Bid
63	Putney Enrofloxacin Flavored Tablets 22.7mg, 100 Count	Bottle of 100	PUTNE	\$0.00	No Bid
64	Pyrantel Pamoate Suspension, 32oz	32 oz Bottle	APX	\$0.00	No Bid
65	Sterile Water for Injection, Diluent, 250mL	250mL Bottle	VT1	\$0.00	No Bid
66	Telazol Tiletamine and Zolazepam for Injection, 5mL	5ml Bottle	VIRBAC	\$0.00	No Bid
67	Terbinafine Tablets 250mg, 100 Count	Bottle of 100	AURO	\$0.00	No Bid

Item	DESCRIPTION	Unit/Measurement	Current Manufacturer	Unit Price	Manufacturer
68	Thermazene 1% Silver Sulfadiazine Cream Jar, 400gm	400gm Jar or 50gm Jar	ASCEN	\$0.00	No Bid
69	Thermazene 1% Silver Sulfadiazine Cream Jar, 50gm	400gm Jar or 50gm Jar	ASCEN	\$0.00	No Bid
70	Trazodone Tablet 50 mg	Bottle of 100	TEVA	\$0.00	No Bid
71	Tylan Soluble 100gm	100gm Bottle	ELANC (NO SUBSTITUTION ALLOWED)	\$0.00	ELANC (NO SUBSTITUTION ALLOWED)
72	Vetorpic (Butorphanol Tartrate) Injection 10 mg/mL, 20mL	20ml bottle	MERCK	\$0.00	No Bid
73	Vetropolycin Bacitracin Neomycin Polymyxin Ophthalmic Ointment, 3.5 g	3.5gm tube	DECHR	\$0.00	No Bid
74	VetScan Rapid Test: Heartworm	Box of 100 Test Kits	ABAXI	\$0.00	No Bid
75	Viralys Powder Immune Supplement for Cats,	21.2-oz Tub	Vetoquinol	\$0.00	No Bid
76	Zetamine Ketamine HCl Injection, 10mL	10mL Bottle	VTI	\$0.00	No Bid
77	ZydaClin (Clindamycin) Oral Drops for Dogs and Cats, 20mL	20ml bottle	VTI	\$0.00	No Bid
SURGICAL SUPPLIES					
78	Big Dog Endotracheal Tube for Large Animals, Cuffed, PVC, 12mm x 520mm	Each	DEEVE	\$0.00	No Bid
79	CO2 Sidestream Sampling Line for Micro-Flow Capnography, High Humidity	N/A	DIGIC	\$0.00	No Bid
80	Disposable Skin Stapler, 35 Regular	Each	ABCPL	\$17.50	Deroyal
81	Eldridge Canine (Up to 50 Pounds) Anesthesia Mask	Each	JORG	\$0.00	No Bid
82	Endotracheal Tube with Specially Designed Cuff, PVC, 9.0mm	Each	VTI	\$0.00	No Bid
83	F/AIR Canister, 3.25" x 6"	Each	BICKF (No SUBSTITUTION ALLOWED)	\$0.00	BICKF (NO SUBSTITUTION ALLOWED)
84	Halsted Mosquito Hemostatic Forceps, Curved, 5.0"	Each	VTI	\$30.49	Integra
85	Instrument Lubricant, Concentrate, 1 Gallon	1 Gallon	VTI	\$29.85	Micro-Scientific
86	Large Canine Anesthesia Mask with Diaphragm	Each	MIDMA	\$0.00	No Bid
87	Large Feline Anesthesia Mask with Diaphragm	Each	MIDMA	\$0.00	No Bid
88	Marathon (OR EQUIVALENT) Cotton Reusable Surgical Towel, Jade Green, 18" x 29"	Each	MEDLI	\$0.00	No Bid
89	Metzenbaum Scissors, Straight, 5.5"	Each	VTI	\$28.97	BR Surgical
90	Modified Jackson Rees Non-Rebreathing Circuit with 1 Liter Bag	Each	JORG	\$0.00	No Bid
91	OK Steam Sterilization Indicator Strip, 9/16" x 8.0"	N/A	PROPP	\$24.00	Propper Mfg
92	Olsen-Hegar Needle Holder, 5.5"	Each	VTI	\$34.15	Integra
93	One-Dox Synthetic Absorbable Suture #0, 30" Violet Monofilament Polydioxanone, 1/2 Circle, 37mm Reverse Cutting Needle (CP-1)	Box of 12	VTI	\$59.95	Synergy Surgical
94	One-Dox Synthetic Absorbable Suture #2-0, 30" Violet Monofilament Polydioxanone, 1/2 Circle, 26mm Reverse Cutting Needle (CP-2)	Box of 12	VTI	\$59.95	Synergy Surgical
95	One-Dox Synthetic Absorbable Suture #2-0, 30" Violet Monofilament Polydioxanone, 3/8 Circle, 24mm Reverse Cutting Needle (FS-1)	Box of 12	VTI	\$59.95	Synergy Surgical
96	One-Dox Synthetic Absorbable Suture #3-0, 30" Violet Monofilament Polydioxanone, 3/8 Circle, 19mm Reverse Cutting Needle (FS-2)	Box of 12	VTI	\$59.95	Synergy Surgical

Item	DESCRIPTION	Unit/Measurement	Current Manufacturer	Unit Price	Manufacturer
97	PDS II Absorbable Suture #0, 27" Violet Monofilament Polydioxanone, 1/2 Circle, 36mm Taper Point Needle (CT-1)	Box of 12	ETHIC	\$59.95	Synergy Surgical
98	Premium Surgical Drape	1 roll, 38 in x 1 yard	VT1	\$0.00	No Bid
99	ProView Plus (OR EQUIVALENT) Self Seal Sterilization Pouch, 5.25" x 10"	Back of 200	COTTE	\$16.25	Pro-Advantage
100	ProView Plus (OR EQUIVALENT) Self Seal Sterilization Pouch, 7.5" x 13.5"	Pack of 200	COTTE	\$29.36	Pro-Advantage
101	Rubber Breathing Bag, Reusable, 0.5 Liter	Each	BICKF	\$0.00	No Bid
102	Rubber Breathing Bag, Reusable, 2 Liter	Each	BICKF	\$0.00	No Bid
103	Scalpel Blades, Stainless Steel, #10	Box of 100	VY1	\$24.95	Nipro Medical
104	Scalpel Blades, Stainless Steel, #15	Box of 100	Pivetal	\$24.95	Nipro Medical
105	Scalpel Handle #3	N/A	VT1	\$0.00	No Bid
106	Securosilk Non-Absorbable Suture #3-0 (S684), 18" Black Braided Silk, 3/8 Circle, 24mm Reverse Cutting Needle (FS-1)	Box of 12	SECUR	\$59.95	Synergy Surgical
107	Sovereign Sterile Feeding Tube / Urethral Catheter, Red Rubber, 8fr x 16"	Each	CARDL	\$0.00	No Bid
108	Sterilization Pouch, Self-Sealing, 12" x 18"	Pack of 200	VT1	\$47.95	Pro-Advantage
109	Sterilization Pouch, Self-Sealing, 5.25" x 11"	Pack of 200	VT1	\$23.50	Pro-Advantage
110	Sterilization Pouch, Self-Sealing, 7.5" x 13"	Pack of 200	VT1	\$29.36	Pro-Advantage
111	Surgical Adhesive, 3mL	3mL Bottle	VT1	\$0.00	No Bid
112	Surgical Drape, 20" x 20" with 4" x 0.75" Fenestration	Each	KVP	\$0.00	No Bid
113	Surgical Drape, 30" x 30" with 4" x 0.75" Fenestration	Each	KVP	\$0.00	No Bid
114	Surgical Drape, 40" x 40" with 7" x 1.25" Fenestration	Each	KVP	\$0.00	No Bid
115	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 10mm x 33cm	Each	SURGV	\$0.00	No Bid
116	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 3.0mm x 16.5cm	Each	SURGV	\$0.00	No Bid
117	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 3.5mm x 18.5cm	Each	SURGV	\$0.00	No Bid
118	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 4.0mm x 21cm	Each	SURGV	\$0.00	No Bid
119	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 5.0mm x 24.5cm	Each	SURGV	\$0.00	No Bid
120	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 5.5mm x 27.5cm	Each	SURGV	\$0.00	No Bid
121	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 6.0mm x 28.5cm	Each	SURGV	\$0.00	No Bid
122	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 6.5mm x 29.5cm	Each	SURGV	\$0.00	No Bid
123	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 7.0mm x 31cm	Each	SURGV	\$0.00	No Bid
124	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 7.5mm x 31.5cm	Each	SURGV	\$0.00	No Bid

Item	DESCRIPTION	Unit/Measurement	Current Manufacturer	Unit Price	Manufacturer
125	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 8.0mm x 33cm	Each	SURGV	\$0.00	No Bid
126	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 8.5mm x 33cm	Each	SURGV	\$0.00	No Bid
127	SurgiVet Aircare (OR EQUIVALENT) Endotracheal Tube, Cuffed, PVC, 9.0mm x 33cm	Each	SURGV	\$0.00	No Bid
128	Suture #2-0 PDS II (FS-1) - 3/8 Circle Rev Cut 24mm / 27" Violet Polydioxanone	Box of 12	ETHIC	\$59.95	Synergy Surgical
129	Thumb Tissue Forceps, 1x2 Teeth, 8.0"	Each	SECUR	\$48.25	Integra
130	Vantage (OR EQUIVALENT) Kelly Forceps, Curved, 5.5"	Each	INT	\$26.25	Integra
131	Vantage (OR EQUIVALENT) Mayo Dissecting Scissors, Curved, 5.5"	Each	INT	\$18.99	Integra
132	VetBond (OR EQUIVALENT) Tissue Adhesive, 3mL	3ml bottle	3M	\$0.00	No Bid
133	Sterile Latex Surgical Gloves, Powder-Free, Size 6	Box of 50	Pivotal	\$34.95	IHC
134	Sterile Latex Surgical Gloves, Powder-Free, Size 6.5	Box of 50	Pivotal	\$34.95	IHC
135	Sterile Latex Surgical Gloves, Powder-Free, Size 7.5	Box of 50	Pivotal	\$34.95	IHC
MEDICAL SUPPLIES & PPE					
136	Boston Low Density Bottle with Flip Top, Round, 4oz	N/A	VIAPA	\$0.00	No Bid
137	Boston Yorker Bottle, Round, Red Top, 16oz	16oz Bottle	VEDCO	\$0.00	No Bid
138	Chlorhexidine Solution 2%, 1 Gallon	1 Gallon	ASPEN	\$0.00	No Bid
139	Cohesiant Wrap Bold Color Assortment (Hunter Green/Purple/Blue), 2" x 5yd	Box of 24	ABCPL	\$38.65	Pro-Advantage
140	Cohesiant Wrap Primary Color Assortment (Red/Blue/Yellow), 2" x 5yd	Box of 24	ABCPL	\$38.65	Pro-Advantage
141	Conforming Stretch Gauze Bandage, Non- Sterile, 1" x 75"	EA	ABCPL	\$4.99	Hartmann
142	Cotton Balls, Non-Sterile, Medium, 1"	Pack of 2000	MEDLI	\$9.45	Pro-Advantage
143	Curity Stretch Bandage Single-Ply, Non- Sterile, 1" x 75"	Pack of 24	CARDL	\$8.98	Cardinal
144	Face Mask with Earloops, Blue	Box of 50	ABCPL	\$4.99	AMD
145	Gauze Sponge 12-Ply, Woven, Non-Sterile, 4" x 4"	Pack of 200	ABCPL	\$5.25	Gentell
146	Gauze Sponge 4-Ply Premium, Non-Woven, Non-Sterile, 4" x 4"	Pack of 200	ABCPL	\$4.49	Pro-Advantage
147	GHS for Secondary Container Label	N/A	MSS	\$0.00	No Bid
148	Hydrogen Peroxide 3%, 1 Gallon	1 Gallon	MEDLI	\$0.00	No Bid
149	Ideal PolyGown, Blue, Medium	Pack of 20	NEOG	\$0.00	No Bid
150	Isopropyl Alcohol 70% Topical, 32oz	32oz bottle	VT1	\$4.99	Pro-Advantage
151	J193C 4X4 8PLY SPONGE GAUZE	Box of 200	JORG	\$3.99	Hartmann
152	JorVet Cotton Sponge Gauze 12-Ply, Non- Sterile, 4" x 4"	EA	JORG	\$5.25	Gentell
153	Male Luer Adapter, Sterile Latex Injection Port with Protective Cap	Each	JORG	\$0.00	No Bid
154	Monoject (OR EQUIVALENT) Hypodermic Veterinary Needle, Polypropylene Hub, Regular Bevel, Pink, 20g x 1.0"	Box of 100	CARDL	\$5.99	Nipro Medical
155	Monoject (OR EQUIVALENT) Hypodermic Veterinary Needle, Polypropylene Hub, Regular Bevel, Red, 25g x 5/8"	Box of 100	CARDL	\$5.99	Nipro Medical

Item	DESCRIPTION	Unit/Measurement	Current Manufacturer	Unit Price	Manufacturer
156	Monoject (OR EQUIVALENT) Hypodermic Needle, Polypropylene Hub, Regular Bevel, Blue, 22g x 1.0"	Box of 100	CARDL	\$5.99	Nipro Medical
157	Monoject (OR EQUIVALENT) Hypodermic Needle, Polypropylene Hub, Regular Bevel, Green, 18g x 1"	Box of 100	CARDL	\$5.99	Nipro Medical
158	Monoject (OR EQUIVALENT) Standard Syringe, Regular Tip, 20cc	Box of 100	CARDL	\$11.79	Metier Medical
159	Monoject (OR EQUIVALENT) Standard Syringe, Regular Tip, 60cc	Box of 200	CARDL	\$13.40	Metier Medical
160	Plastic Pill Vial with Child Safety Cap, Light Amber, 16 Dram	Box of 200	VTI	\$0.00	No Bid
161	Plastic Pill Vial with Child Safety Cap, Light Amber, 8.5 Dram	Box of 355	VTI	\$0.00	No Bid
162	Plastic Zip Closure Bags with White Write-On Label, 3" x 5"	Carton of 1000	MEDLI	\$0.00	No Bid
163	Primary IV Set A, 1 Port, 78"	Each	ZOET	\$0.00	No Bid
164	Shoe Covers, Non-Skid, Disposable, Blue	N/A	VTI	\$14.95	Dukal
165	Surshield Safety (OR EQUIVALENT) Winged Infusion Set, 19g x 0.75" with 3.5" Tubing	Each	TERUM	\$0.00	No Bid
166	Surshield Safety (OR EQUIVALENT) Winged Infusion Set, Blue, 23g x 0.75" with Tubing	Each	TERUM	\$45.25	Exel
167	Surshield Safety (OR EQUIVALENT) Winged Infusion Set, Blue, 25g x 0.75" with 3.5" Tubing	Each	TERUM	\$45.25	Exel
168	Syringe, Curved Tip, 10cc	Box of 50	EXEL	\$23.25	Exel
169	Syringe, Luer Lock without Needle, 35cc	N/A	EXEL	\$31.56	BD Medical
170	Syringe, Luer Slip without Needle, 10cc	Box of 100	EXEL	\$23.85	Exel
171	Syringe, Luer Lock without Needle, 12cc	Box of 100	EXEL	\$12.99	Metier Medical
172	Syringe, Luer Slip without Needle, 5cc	Box of 100	EXEL	\$18.65	Exel
173	Syringe/Needle Combination 3cc, Luer Lock Tip, Black, 22g x 0.75"	Box of 100	EXEL	\$8.25	Nipro Medical
174	Syringe/Needle Combination 1cc, Luer Slip, 1cc 25g x 5/8"	Box of 100	EXEL	\$12.25	Nipro Medical
175	Syringe, Tuberculin (TB) Zero Hub Loss without Needle, Slip Tip, 1cc	Box of 100	EXEL	\$9.90	Nipro Medical
176	Tattoo Ink Jar, Green, 3oz	3oz Jar	STONE	\$0.00	No Bid
177	Tongue Depressor, 6"	Box of 500	VTI	\$10.90	Pro-Advantage
CLEANING					
178	Rescue/Accel/Prevail Disinfectant Concentrate, One Step Disinfectant Cleaner and Deodorizer, 1 Gallon	1 Gallon	VIROX (NO SUBSTITUTION ALLOWED)	\$0.00	VIROX (NO SUBSTITUTION ALLOWED)
179	Rescue/Accel/Prevail Disinfectant Ready to Use Liquid, One Step Disinfectant Cleaner and Deodorizer, 1 Gallon	1 Gallon	VIROX (NO SUBSTITUTION ALLOWED)	\$0.00	VIROX (NO SUBSTITUTION ALLOWED)
180	Rescue/Accel/Prevail Disinfectant Concentrate, One Step Disinfectant Cleaner and Deodorizer, 5 Gallon	5 Gallon	VIROX (NO SUBSTITUTION ALLOWED)	\$0.00	VIROX (NO SUBSTITUTION ALLOWED)
181	Dispensing Pump for Rescue 5 Gallon, 8oz per Pump	Each	CLIPP	\$0.00	

**Office of Procurement Services**

P.O. Box 7800 • 315 W. Main St., Suite 416 • Tavares, FL 32778

SOLICITATION: Veterinary Pharmaceuticals & Supplies

6/4/2026

Vendors are responsible for the receipt and acknowledgment of all solicitation addenda. A copy of each addendum, electronically signed, must be submitted with the solicitation response. Failure to acknowledge any addendum may result in the submission being disqualified from award consideration.

THIS ADDENDUM DOES NOT ALTER THE PROPOSAL SUBMISSION DEADLINE.

QUESTIONS/RESPONSES

Q1. How many delivery locations?

A. One.

Q2. Based on previous ordering history and purchase orders, about how often are the gloves ordered (monthly, quarterly or other) and what is an approximate order? If it is as needed and quantities vary, please provide the quantity of the last order placed.

A. Unknown at this time.

Q3. Please provide the previous tabulation with winning vendor, all bids and individual prices.

A. A bid tabulation is not available. To view line-item pricing, please see the awarded contracts listed below.

20-0532A

20-0532B

20-0532C

Q4. Can we petition for price redetermination at any time during the contract period if we provide documentation from the manufacturer as evidence of a price increase?

A. Requests for price redetermination will be considered by the County when supported with proper documentation.

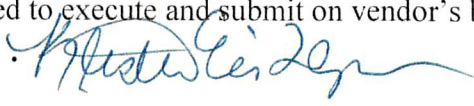
Q5. Can the term that states "Price redeterminations will be based upon changes documented by the applicable Employment Cost Index (ECI) or Producer Price Index (PPI)" be removed?

A. Yes as it conflicts with the response of Q4.

ACKNOWLEDGEMENT

Firm Name: MedFIRST Healthcare Supply, Inc.

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of the vendor, duly empowered to execute and submit on vendor's behalf.

Signature of Legal Representative Submitting this Bid: 

Date: 6/4/2026

Print Name: Kristen Ellis-Legros

Title: President

Primary E-mail Address: Kristen@medfirst.biz

Secondary E-mail Address: Click or tap here to enter text.

VETERINARY PHARMACEUTICALS & SUPPLIES**1. SCOPE OF WORK**

Contractor(s) shall provide Veterinary Pharmaceutical Items and Supplies for Lake County Animal Services.

2. CONTRACTOR RESPONSIBILITIES

2.1. Pricing shall be in unit of measure reflected in Attachment 3 – Pricing Sheet.

2.1.1. Pricing shall be for new goods only.

2.2. Contractor represents and warrants that the goods offered to the County under this contract are new, not used or reconditioned.

2.3. All pricing shall be inclusive of all shipping and handling costs as no fuel surcharges or other fees shall be accepted.

2.4. All freight shall be prepaid.

3. COUNTY RESPONSIBILITIES

3.1. The County reserves the right to make multiple awards in the best interest of the County.

4. DELIVERY REQUIREMENTS AND ACCEPTANCE

4.1. Contractor shall have a minimum of thirty (30) calendar days of supplies available to order before commencement date of contract.

4.2. Confirmation of all orders and back-ordered items shall be provided by email to the ordering party within one (1) business day from order placement.

4.3. Orders shall be available for delivery, no later than two (2) business days from receipt of order.

4.4. There shall be no minimum order required, either in quantity or cost, pertaining to this agreement.

4.4.1. Contractor will not charge any shipping/freight cost for any minimum orders.

4.5. Orders placed for out-of-stock items shall be communicated for approval prior to delivery.

4.5.1. Communicate if there is a substitute available for approval.

4.6. Non-stock product(s) shall be available for delivery, no later than five (5) business days from receipt of order.

4.7. Contractor shall provide a Return to Vendor (RTV) label for any items received in error or alternative shipped is of inferior quality vendor at no cost to the County.

4.8. Contractor shall provide notice within twenty-four (24) hours of any products on backorder.

4.9. Backorder notification will include:

4.9.1. The product(s) placed on backorder.

4.9.2. The expected timeline of the backorder.

4.9.3. The reason for the backorder.

4.10. Deliveries shall be during the hours of 8:00am – 3:00pm (EST) Monday thru Friday.

4.10.1. Contractor shall be responsible for notifying delivery services of delivery hours.

5. WARRANTY REQUIREMENTS

5.1. All products ordered shall have an expiration date of no less than twelve (12) months from the date of delivery.

[End of Exhibit A]

1. INSURANCE COVERAGE

- 1.1. CONTRACTOR will purchase and maintain at all times during the term of this Contract, without cost or expense to the COUNTY, policies of insurance as indicated below, with a company or companies authorized to do business in the State of Florida, and which are acceptable to the COUNTY, insuring the CONTRACTOR against any and all claims, demands, or causes of action, for injuries received or damage to property relating to the performance of duties, services, or obligations of the CONTRACTOR under the terms and provisions of the Contract.
- 1.2. An original certificate of insurance, indicating that CONTRACTOR has coverage in accordance with the requirements of this section must be received and accepted by the COUNTY prior to contract execution or before any work begins. It will be furnished by CONTRACTOR to the COUNTY'S Project Manager and Procurement Services Director within five (5) working days of such request.
- 1.3. The parties agree that the policies of insurance and confirming certificates of insurance will insure the CONTRACTOR in accordance with the following minimum limits:
- 1.3.1. Commercial General Liability Insurance on forms no more restrictive than the latest edition of the Occurrence Form Commercial General Liability policy (CG 00 01) of the Insurance Services Office or equivalent without restrictive endorsements, with the following minimum limits and coverage:
- | | |
|-----------------------------------|-----------------------|
| Each Occurrence/General Aggregate | \$1,000,000/2,000,000 |
| Products-Completed Operations | \$2,000,000 |
| Personal & Adv. Injury | \$1,000,000 |
| Fire Damage | \$50,000 |
| Medical Expense | \$5,000 |
| Contractual Liability | Included |

2. ADDITIONAL INSURED / CERTIFICATE REQUIREMENTS

- 2.1. Lake County, a Political Subdivision of the State of Florida, and the Board of County Commissioners, will be named as additional insured as their interest may appear on all applicable policies. Certificates of insurance must identify the solicitation number in the Description of Operations section on the Certificate.
- 2.2. Certificate holder must be:
LAKE COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, AND
THE BOARD OF COUNTY COMMISSIONERS.
P.O. BOX 7800
TAVARES, FL 32778-7800

3. POLICY PROVISIONS

Certificates of Insurance must evidence the following:

- 3.1. A waiver of subrogation in favor of the COUNTY.
- 3.2. Coverage that is primary and noncontributory to any insurance or self-insurance maintained by the COUNTY.
- 3.3. Inclusion of a Cross Liability or Severability of Interests provision.
- 3.4. No requirement for the COUNTY to pay any premiums or assessments.

4. POLICY ENDORSEMENTS

- 4.1. CONTRACTOR must provide copies of all policy endorsements reflecting the required coverage, including documentation that lists Lake County as an additional insured and incorporates all required provisions including Waiver of Subrogation.

- 4.2. Contracts cannot be completed without this required insurance documentation. A Certificate of Insurance (COI) alone will not be accepted in lieu of the policy endorsements.

5. RENEWAL AND CONTINUOUS COVERAGE

- 5.1. CONTRACTOR shall maintain all required insurance coverage continuously throughout the term of the Contract, including any extensions or renewals.
- 5.2. Updated Certificates of Insurance, along with all relevant policy endorsements, must be submitted to the COUNTY no later than ten (10) calendar days before the expiration of any current insurance policy.
- 5.3. Failure to maintain continuous coverage may be considered a material breach of this Contract and grounds for immediate suspension or termination.

6. NOTICE OF CANCELLATION, NON-RENEWAL, OR MATERIAL CHANGE

- 6.1. CONTRACTOR or its insurer shall provide written notice to the COUNTY of cancellation, non-renewal, material restriction, or material change to any required insurance policy at least thirty (30) calendar days prior to the effective date of such action.
- 6.2. Notices shall be sent to the COUNTY's Project Manager and Procurement Services Director.
- 6.3. In the event of cancellation or non-renewal, CONTRACTOR shall immediately procure replacement coverage meeting or exceeding all required limits and conditions.

7. ADDITIONAL DOCUMENTATION REQUIREMENTS

- 7.1. Upon request by the COUNTY, CONTRACTOR shall provide complete copies of any insurance policies, endorsements, or other documentation necessary to verify compliance with the insurance requirements of this Contract.
- 7.2. CONTRACTOR shall fully cooperate with the COUNTY by providing prompt and comprehensive responses to all documentation requests.
- 7.3. Failure to provide the requested documentation may be considered as a material breach of the Contract.
- 7.4. CONTRACTOR shall be responsible for the actions and insurance coverage of all subcontractors. Each subcontractor shall provide the COUNTY with Certificates of Insurance demonstrating coverage and terms that meet the requirements established by the CONTRACTOR.

[End of Exhibit B.]

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LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

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LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

DEFINITIONS

Contract: The agreement to perform the services set forth in a document signed by both parties with any attachments specifically incorporated.

Contractor: The Vendor to whom award has been made.

County: Lake County, Florida, a political subdivision of the State of Florida.

Proposal: Any offer submitted in response to a solicitation.

Solicitation: The written document requesting bids, quotes, or proposals from the marketplace.

Vendor: Any entity responding to a solicitation or performing under any resulting contract.

INSTRUCTIONS TO VENDORS

- A. **Vendor Qualification:** The County requires Vendors provide evidence of compliance with the requirements below upon request:
1. Disclosure of Employment.
 2. Disclosure of Ownership.
 3. Drug-Free Workplace.
 4. W-9 and 8109 Forms – as required by the Internal Revenue Service.
 5. Americans with Disabilities Act (ADA).
 6. Conflict of Interest.
 7. Debarment Disclosure Affidavit.
 8. Nondiscrimination.
 9. Family Leave.
 10. Antitrust Laws – By acceptance of any contract, the Vendor agrees to comply with all applicable antitrust laws.
- B. **Public Entity Crimes:** Pursuant to Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction of a public entity crime may not be awarded or perform work as a contractor, supplier, subcontractor, or contractor under a contract with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.
- C. **Contents of Solicitation and Vendors' Responsibilities:** The Vendor shall be thoroughly familiar with the requirements of this solicitation. Ignorance of these matters by the Vendor will not be accepted as a basis for varying the requirements of the County, or the compensation to be paid.
- E. **Restricted Discussions:** From the date of solicitation issuance until final County action, Vendors will not discuss any part of the solicitation with any employee, agent, or other representative of the County except as expressly authorized by the designated procurement representative. The only communications that will be considered pertinent to a solicitation are appropriately signed written documents from the Vendor to the designated procurement representative and any relevant written document promulgated by the designated procurement representative.
- F. **Changes to Proposal:** Prior to the scheduled due date, a Vendor may change its Proposal by submitting a new proposal with a letter on the firm's letterhead, signed by an authorized agent stating that the new submittal replaces the original. The new submittal must contain the letter and all information as required in the solicitation.
- G. **Withdrawal of Proposal:** A Proposal will be irrevocable unless it is withdrawn as provided in a solicitation. A Proposal may be withdrawn, either physically or by written notice, at any time prior to solicitation award. If withdrawn by written notice, that notice must be addressed to, and received

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

by, the designated procurement representative. The letter must be on company letterhead and signed by an authorized agent of the Vendor.

- H. Conflicts within the Solicitation: Where there appears to be a conflict between the General Terms and Conditions, Special Conditions, the Technical Specifications, the Pricing Section, or any addendum issued, the order of precedence will be: the last addendum issued, the Proposal Price Section, the Technical Specifications, the Special Conditions, and then the General Terms and Conditions. It is incumbent upon the Vendor to identify such conflicts to the designated procurement representative prior to the Proposal due date.
- I. Prompt Payment Terms: Payment for all purchases by County agencies will be made in a timely manner and interest payments will be made on late payments in accordance with Part VII, Chapter 218, Florida Statutes, known as the Florida Prompt Payment Act. The Vendor may offer cash discounts for prompt payments; however, such discounts will not be considered in determining the lowest price during Proposal evaluation.

PREPARATION OF PROPOSALS

- A. The pricing section of a solicitation defines requirements of items to be purchased and must be completed and submitted with the Proposal. Use of any other form or alteration of the form may result in rejection of the Proposal.
- B. The Proposal submitted must be legible. Vendors shall type or use an ink to complete the Proposal. All changes must be crossed out and initialed in ink. Failure to comply with these requirements may cause the bid to be rejected.
- C. An authorized agent of the Vendor's firm must sign the Proposal. The County may reject any Proposal not signed by an authorized agent.
- D. The Vendor may submit alternate Proposals for the same solicitation provided that such offer is allowable under the terms and conditions. The alternate Proposal must meet or exceed the minimum requirements and be submitted as a separate Proposal marked "Alternate Proposal."
- E. When there is a discrepancy between the unit prices and any extended prices, the unit prices will prevail. The County reserves the right to allow for clarification of questionable entries and the correction of obvious mistakes.
- F. Any Proposal received after the designated receipt date will be considered late and will not be considered for award.

COLLUSION

Where two (2) or more related parties each submit a Proposal for the same contract, such Proposals will be presumed to be collusive. Furthermore, any prior understanding, agreement, or connection between two (2) or more corporations, firms, or persons submitting a Proposal for the same materials, supplies, services, or equipment will also be presumed to be collusive. Proposals found to be collusive will be rejected. Vendors which have been found to have engaged in collusion may be considered non-responsible and may be suspended or debarred. Any contract resulting from collusive bidding may be terminated for default.

PROHIBITION AGAINST CONTINGENT FEES

The Vendor warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the Vendor to solicit or secure the Contract and that they have not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Vendor, any consideration contingent upon or resulting from the award or making of the Contract.

LAKE COUNTY, FLORIDA – GENERAL TERMS AND CONDITIONS

CONTRACTING WITH COUNTY EMPLOYEES

Any County employee or immediate family member seeking to contract with the County shall seek a conflict of interest opinion from the County Attorney prior to submittal of a Proposal. The affected employee shall disclose the employee's assigned function within the County and interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract.

INCURRED EXPENSES

A solicitation does not commit the County to make an award nor will the County be responsible for any cost or expense which may be incurred by any Vendor in preparing and submitting a Proposal, or any cost or expense incurred by any Vendor prior to the execution of a purchase order or contract.

AWARD

- A. The Contract resulting from a solicitation may be awarded to the responsible Vendor which submits a Proposal determined to provide the best value to the County with price, technical, and other applicable factors considered. The County reserves the right to reject any and all Proposals, to waive irregularities or technicalities, and to re-advertise for all or any part of this solicitation as deemed in its best interest. The County will be the sole judge of its best interest.
- B. When there are multiple line items in a solicitation, the County reserves the right to award on an individual item basis, any combination of items, total low bid, or in whichever manner deemed in the best interest of the County. This provision specifically supersedes any method of award criteria stated in the solicitation when such action is necessary to protect the best interests of the County.
- C. The County reserves the right to reject any and all Proposals if it is determined that prices are excessive or determined to be unreasonable, or it is otherwise determined to be in the County's best interest to do so.
- D. The County reserves the right to reject offers containing terms or conditions contradictory to the County's.
- E. Award of a solicitation will be made to firms satisfying all necessary legal requirements to do business with the County. The County may conduct a pre-award inspection of the Vendor's site or hold a pre-award qualification hearing to determine if the Vendor can perform the requirements of a solicitation.
- F. The Vendor's performance as a Contractor or subcontractor on previous County contracts will be considered in evaluating the responsibility of the Vendor.
- G. Any tie situations will be resolved in consonance with current written County procedure.
- ~~H. The County has imposed a reciprocal match local vendor preference practice to ensure an equal procurement environment for all potential vendors unless prohibited by the funding source. More information is available on [Section 2-222 Local Vendor Preference](#).~~
- I. Award of the contract resulting from this solicitation may be predicated on compliance with and submittal of all required documents as stipulated in the solicitation.
- J. A Vendor wishing to protest any award decision resulting from a solicitation may do so per the [Lake County Protest Procedures](#).

GRANT FUNDING

In the event any part of a Contract is to be funded by federal, state, or other local agency monies, the Vendor hereby agrees to comply with all requirements of the funding entity applicable to the use of the monies, including full application of requirements involving the use of minority firms, women's business enterprises, and labor surplus area firms. Contractors are advised that payments under the Contract may

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be withheld pending completion and submission of all required forms and documents required of the Contractor pursuant to the grant funding requirements.

STATE REGISTRATION REQUIREMENTS

Any entity conducting business in Florida shall either be registered or have applied for registration with the Florida Department of State in accordance with Florida law, unless exempt from registration. A copy of the registration may be required prior to award of a Contract. Additional information is available by visiting the [Florida Department of State home page](#).

PRIME CONTRACTOR

The Vendor awarded a Contract shall act as the Prime Contractor and will assume full responsibility for the successful performance under the Contract. The Awarded Vendor (Contractor) will be considered the sole point of contact regarding meeting all requirements of the Contract. All subcontractors may be subject to advance review by the County regarding competency and security concerns. No change in subcontractors may be made without the consent of the County after the award of the Contract. Contractor will be responsible for all insurance, permits, licenses, and related matters for any and all subcontractors. County may require the Contractor to provide any insurance certificates required by the work to be performed even if the subcontractor is self-insured.

SUBCONTRACTING

Unless otherwise stipulated in a solicitation, the Contractor shall not subcontract any portion of the work without the prior written consent of the County. Subcontracting without the prior consent of the County may result in termination of the Contract for default.

DISADVANTAGED BUSINESSES

The County has adopted policies which assure and encourage the full participation of Disadvantaged Business Enterprises (DBE) in the provision of goods and services. The County encourages joint ventures between majority-owned firms and qualified disadvantaged/minority/women-owned firms.

GENERAL CONTRACT CONDITIONS

The Contract will be binding upon and will inure to the benefit of each of the parties and respective successors and permitted assigns. The Contract may not be amended, released, discharged, rescinded or abandoned, except by a written instrument duly executed by the parties. The failure of any party at any time to enforce any of the provisions of the Contract will in no way constitute or be construed as a waiver of such provision or of any other provision of the Contract, nor in any way affect the validity of, or the right to enforce, each and every provision of the Contract. Any dispute arising during Contract performance that is not readily rectified by coordination between the Contractor and the County user department will be referred to Procurement Services.

GOVERNING LAW

The interpretation, effect, and validity of any contract will be governed by the laws and regulations of the State of Florida, and Lake County, Florida. Venue of any court action will be solely in Lake County, Florida. The Contractor hereby waives its right to a jury trial.

COMPLIANCE OF LAWS, REGULATIONS, AND LICENSES

The Contractor shall comply with all federal, state, and local laws and regulations applicable to provision of the goods or services specified in a solicitation. During the term of a Contract, the Contractor assures that it is in compliance with Title VII of the 1964 Civil Rights Act, as amended, and the Florida Civil Rights Act of 1992, in that the Contractor does not on the grounds of race, color, national origin, religion, sex, age, disability or marital status, discriminate in any form or manner against its employees or

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applicants for employment. The Contractor understands that any Contract is conditioned upon the veracity of this statement.

CONTRACT EXTENSION

The County has the unilateral option to extend a Contract for up to ninety (90) calendar days beyond the current Contract period. In such event, the County will notify the Contractor in writing of such extensions. The Contract may be extended beyond the initial ninety (90) day extension upon mutual agreement between the County and the Contractor. Exercise of the above options requires the prior approval of the Procurement Services Director.

MODIFICATION OF CONTRACT

Any Contract resulting from a solicitation may be modified by mutual consent of duly authorized parties, in writing through the issuance of a modification to the Contract or purchase order as appropriate. This presumes the modification itself complies with all applicable County procedures.

ASSIGNMENT

The Contractor shall not assign or transfer any Contract resulting from a solicitation, including any rights, title or interest in the Contract, or its power to execute such Contract to any entity without the prior written consent of the County. This provision includes any acquisition or hostile takeover of the Contractor. Failure to comply may result in termination of the Contract for default.

NON-EXCLUSIVITY

It is the intent of the County to enter into an agreement that will satisfy its needs as described within a solicitation. However, the County reserves the right to perform, or cause to be performed, all or any of the work and services described in a solicitation in the manner deemed to represent its best interests. In no case will the County be liable for billings in excess of the quantity of goods or services provided under the Contract.

OTHER AGENCIES

Other governmental agencies may make purchases in accordance with the Contract with Contractor consent. Purchases are governed by the Contract's terms and conditions except for the change in agency name. Each agency will be responsible and liable for its own purchases for materials or services received.

CONTINUATION OF WORK

Any work that commences prior to, and will extend, beyond the expiration date of any Contract period must, unless terminated by mutual written agreement between the County and the Contractor, continue until completion without change to the then current prices, terms and conditions.

WARRANTY

All warranties express and implied, must be made available to the County for goods and services covered by a solicitation. All goods furnished must be fully guaranteed by the Contractor against factory defects and workmanship. They will be covered by the most favorable commercial warranty given for comparable quantities of products or services and the rights and remedies provided in the Contract will be in addition to the warranty and do not limit any right afforded to the County by any other provision of a solicitation. Contractor shall correct any and all apparent and latent defects that may occur within the manufacturer's standard warranty period at no expense to the County. The special conditions of a solicitation may supersede the manufacturer's standard warranty.

DEFICIENCIES IN WORK TO BE CORRECTED BY THE CONTRACTOR

Contractor shall promptly correct all apparent and latent deficiencies or defects in work, or any work that fails to conform to the Contract documents regardless of project completion status. All corrections

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must be made within seven (7) calendar days after such rejected defects, deficiencies, or non-conformances are verbally reported to the Contractor by the County's project administrator. Contractor must bear all costs of correcting such rejected work. If the Contractor fails to correct the work within the period specified, the County may, at its discretion, notify the Contractor, in writing, that the Contractor is subject to contractual default provisions if the corrections are not completed to the satisfaction of the County within seven (7) calendar days of receipt of the notice. If the Contractor fails to correct the work within the period specified in the notice, the County may place the Contractor in default, obtain the services of another Contractor to correct the deficiencies, and charge the incumbent Contractor for these costs, either through a deduction from the final payment owed to the Contractor or through invoicing. If the Contractor fails to honor this invoice or credit memo, the County may terminate the contract for default.

COUNTY IS TAX-EXEMPT

When purchasing on a direct basis, the County is generally exempt from Federal Excise Taxes and all State of Florida sales and use taxes (85-8013874700C-1). Visit [Lake County Tax Exemption Certificate page](#) to print a copy of the certificate. Except for items specifically identified by the Contractor and accepted by the County for direct County purchase under the Sales Tax Recovery Program, Contractors doing business with the County are not exempt from paying sales tax to their suppliers for materials to fulfill contractual obligations with the County, nor will any Contractor be authorized to use any of the County's Tax Exemptions in securing such materials.

SHIPPING TERMS, F.O.B. DESTINATION

The F.O.B. point for any product ordered will be F.O.B.: DESTINATION – Inside Delivery, FREIGHT ALLOWED. The County will not consider any Proposal showing a F.O.B. point other than F.O.B.: Destination – Inside Delivery.

ACCEPTANCE OF GOODS OR SERVICES

The products delivered as a result of a solicitation will remain the property of the Contractor, and services rendered under the Contract will not be deemed complete, until a physical inspection and actual usage of the products or services is accepted by the County and is in compliance with the terms in the contract.

Any goods or services purchased as a result of a solicitation or Contract may be tested/inspected for compliance with specifications. In the event that any aspect of the goods or services provided is found to be defective or does not conform to the specifications, the County reserves the right to terminate the Contract or initiate corrective action on the part of the Contractor, to include return of any non-compliant goods to the Contractor at the Contractor's expense, requiring the Contractor to either provide a direct replacement for the item, or a full credit for the returned item. The Contractor shall not assess any additional charges for any conforming action taken by the County under this clause. The County will not be responsible to pay for any product or service that does not conform to the Contract specifications.

In addition, any defective product or service or any product or service not delivered or performed by the date specified in a purchase order or Contract, may be procured by the County on the open market, and any increase in cost may be charged against the Contractor. Any cost incurred by the County in any re-procurement plus any increased product or service cost will be withheld from any monies owed to the Contractor by the County for any Contract or financial obligation.

ESTIMATED QUANTITIES

Estimated quantities or dollars are for the Vendor's guidance only and may be used in the award evaluation process. No guarantee is expressed or implied as to quantities or dollar value that will be used during the Contract period. The County is not obligated to place any order for a given amount subsequent

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to the award of a solicitation. In no event will the County be liable for payments in excess of the amount due for quantities of goods or services actually ordered.

PURCHASE OF OTHER ITEMS

While the County has listed all major items within a solicitation, there may be ancillary or similar items purchased by the County during the term of a Contract. The Contractor will provide a price quote for the ancillary items. The County may request price quotes from all Contractors under Contract if there are multiple Contracts. The County reserves the right to award these ancillary items to the primary Contractor, another Contract Contractor based on the lowest price quoted, or to acquire the items through a separate solicitation.

Although a Contract may identify specific locations to be serviced, it is hereby agreed and understood that any County department or facility may be added or deleted to the Contract at the option of the County. The location change will be addressed by formal Contract modification. The County may obtain price quotes for the additional facilities from other Vendors if fair and reasonable pricing is not obtained from the Contractor, or for other reasons at the County's discretion. It is hereby agreed and understood that the County may delete service locations when such service is no longer required, upon fourteen (14) calendar days' written notice to the Contractor.

SAFETY

The Contractor will be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work and for complying with all requirements of the Occupational Safety and Health Administration Act (OSHA). The Contractor shall take all necessary precautions for the safety of and shall provide the necessary protection to prevent damage, injury, or loss to persons or property.

The Contractor shall provide all standard equipment, work operations, safety equipment, personal protective equipment, and lighting required or mandated by State, Federal, OSHA, or Americans with Disabilities Act of 1990 (ADA) regulations.

The Contractor shall designate a competent person of its organization whose duty will be the prevention of accidents at the site. This person must be literate and able to communicate fully in the English language because of the necessity to read job instructions and signs, as well as the need for conversing with County personnel. This person must be the Contractor's superintendent unless otherwise designated in writing by the Contractor to the Contract Manager.

MATERIAL SAFETY DATA SHEET (MSDS)

The Contractor is responsible to ensure the County has received the latest version of any MSDS required by 29 C.F.R. Section 1910.1200 with the first shipment of any hazardous material. The Contractor shall promptly provide a new MSDS to the County with the new information relevant to the specific material at any time the content of an MSDS is revised.

TOBACCO PRODUCTS

Tobacco use, including both smoke and smokeless tobacco, is prohibited on County owned property.

CLEAN-UP

If applicable, all unusable materials and debris must be removed from the premises at the end of each workday and disposed of in an appropriate manner. The Contractor shall thoroughly clean up all areas where work has been involved as mutually agreed with the associated user department's project manager upon final completion.

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PROTECTION OF PROPERTY

All existing structures, utilities, services, roads, trees, shrubbery, and property in which the County has an interest must always be protected against damage or interrupted services by the Contractor during the term of a Contract. The Contractor will be held responsible for repairing or replacing property to the satisfaction of the County which is damaged by reason of the Contractor's operation on the property. In the event the Contractor fails to comply with these requirements, the County reserves the right to secure the required services and charge the costs of such services back to the Contractor.

CERTIFICATE OF COMPETENCY/LICENSURE, PERMITS, AND FEES

Any Vendor that submits an offer in response to a County solicitation shall, at the time of such offer if required, hold a valid Certificate of Competency or appropriate current license issued by the State or County Examining Board qualifying the Vendor to perform the work proposed. If work for other trades is required in conjunction with a solicitation, and such work will be performed by subcontractors hired by the Vendor, an applicable Certificate of Competency/license issued to the subcontractors must be submitted with the Vendor's offer. The County may at its option and in its best interest, allow the Vendor to supply the subcontractors certificate/license to the County during the offer evaluation period. The Contractor is responsible to ensure that all required licenses, permits, and fees (to include any inspection fees) required for a project are obtained and paid for, and shall comply with all laws, ordinances, regulations, and building or other code requirements applicable to the work contemplated in a solicitation. Damages, penalties, or fines imposed on the County or the Contractor for failure to obtain required licenses, permits, inspection or other fees, or inspections will be borne by the Contractor.

TRUTH IN NEGOTIATION CERTIFICATE

Any organization awarded a Contract must execute a truth-in-negotiation certificate stating that the wage rates and other factual unit costs are accurate, complete, and current, at the time of contracting for each Contract that exceeds \$195,000.00. Any Contract requiring this certificate will contain a provision that the original Contract price and any additions will be adjusted to exclude any significant sums by which the County determines the Contract price was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such Contract adjustments will be made within one (1) year following the end of the Contract.

COMPETENCY OF VENDORS AND ASSOCIATED SUBCONTRACTORS

Proposals will be considered from firms which are regularly engaged in the business of providing or distributing the goods or services described in the solicitation, and who can produce evidence of a consistent satisfactory record of performance. The County may consider any evidence available to it of the financial, technical, and other qualifications and abilities of any Vendor responding under a solicitation, including past performance with the County. Vendors must have sufficient financial support and organization to ensure satisfactory delivery under the stated solicitation terms and conditions of any Contract awarded. In the event the Vendor intends to subcontract any part of its work or will obtain the goods specifically offered under the Contract from another source of supply, the Vendor may be required to verify the competency of its subcontractor or supplier. The County reserves the right, before awarding the Contract, to require a Vendor to submit such evidence of its or its subcontractor's qualifications.

RESPONSIBILITY AS EMPLOYER

The employees of the Contractor will always be considered its employees, and not an employees or agents of the County. The Contractor shall provide employees capable of performing the work as required. The County may require the Contractor to remove any employee it deems unacceptable. All employees of the Contractor may be required to wear appropriate identification.

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MINIMUM WAGES

Under the Contract, the wage rate paid to all laborers, mechanics and apprentices employed by the Contractor for the work under the Contract, must not be less than the prevailing wage rates for similar classifications of work as established by the Federal Government and enforced by the U.S. Department of Labor, Wages and Hours Division, and Florida's Minimum Wage requirements in Article X, Section 24 (f) of the Florida Constitution and enforced by the Florida Legislature by statute or the State Agency for Workforce Innovation by rule, whichever is higher.

PRICE REDETERMINATIONS

Contractor may petition for a price redetermination with documented increases in the cost of wages, fuel, or materials within 30 calendar days of the anniversary date of the Contract. Price redeterminations will be based upon changes documented by the applicable Employment Cost Index (ECI) or Producer Price Index (PPI) as published on the [*Bureau of Labor Statistics site here*](#). Contractor may petition for price redetermination for Contractor's minimum wage employees should the minimum wage increase during the Contract. Upon verification, the County may grant an increase matching the minimum wage increase.

INDEMNIFICATION

To the extent permitted by law, the Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of the Contract by the Contractor or its employees, agents, servants, partners, principals or subcontractors. The Contractor shall pay all claims and losses in connection with those claims and losses, and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorneys' fees which may be incurred. The Contractor expressly understands and agrees that any insurance protection required by the Contract or otherwise provided by the Contractor will in no way limit the responsibility to indemnify, keep and hold harmless and defend the County or its officers, employees, agents and instrumentalities as provided in a solicitation or any Contract arising from a solicitation.

TERMINATION FOR CONVENIENCE

The County, at its sole discretion, reserves the right to terminate the Contract upon thirty (30) days' written notice. Upon receipt of such notice, the Contractor shall not incur any additional costs under the Contract. The County will be liable only for reasonable costs incurred by the Contractor prior to notice of termination. The County will be the sole judge of "reasonable costs."

TERMINATION DUE TO UNAVAILABILITY OF CONTINUING FUNDING

When funds are not appropriated or otherwise made available to support continuation of performance in a current or subsequent fiscal year, the Contract will be cancelled, and the Contractor will be reimbursed for the reasonable value of any non-recurring costs incurred amortized in the price of the supplies or services/tasks delivered under the contract.

TERMINATION FOR DEFAULT

The County reserves the right to terminate any Contract arising from a solicitation, in part or in whole, or affect other appropriate remedy in the event the Contractor fails to perform in accordance with the terms and conditions stated in the Contract. The County further reserves the right to suspend or debar the Contractor in accordance with the County's ordinances, resolutions and administrative orders. The Contractor will be notified by letter of the County's intent to terminate and the Contractor will be given

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ten (10) calendar days to cure the breach. In the event of termination for default, the County may procure the required goods and services from any source and use any method deemed in its best interest. All re-procurement costs will be borne by the Contractor.

FRAUD AND MISREPRESENTATION

Any individual, corporation or other entity that attempts to meet its contractual obligations through fraud, misrepresentation or other material misstatement, may be debarred for up to five (5) years. The County as a further sanction may terminate or cancel any other Contracts with such individual, corporation or entity with such Contractor held responsible for all direct or indirect costs associated with termination or cancellation, including attorneys' fees.

RIGHT TO AUDIT

The County reserves the right to require the Contractor to submit to an audit, by any auditor of the County's choosing. The Contractor shall provide access to all of its records, which relate directly or indirectly to the contract at its place of business during regular business hours. The Contractor shall retain all records pertaining to the contract and upon request make them available to the County for three (3) complete calendar years following expiration of the contract. The Contractor agrees to provide such assistance as may be necessary to facilitate the review or audit by the County to ensure compliance with applicable accounting and financial standards.

If the Contractor provides technology services, the Contractor must provide Statement of Standards for Attestations Engagements (SSAE) 16 or 18 and System and Service Organization Control (SOC) reports upon request by the County. The SOC reports must be full Type II reports that include the Contractor's description of control processes, and the independent auditor's evaluation of the design and operating effectiveness of controls. The cost of the reports will be paid by the Contractor.

If an audit inspection or examination pursuant to this section discloses overpricing or overcharges of any nature by the Contractor to the County in excess of one percent (1%) of the total contract billings, in addition to making adjustments for the overcharges, the reasonable actual cost of the County's audit must be reimbursed to the County by the Contractor. Any adjustments or payments which must be made as a result of any such audit or inspection of the Contractor's invoices or records must be made within a reasonable amount of time, but in no event may the time exceed ninety (90) calendar days, from presentation of the County's audit findings to the Contractor.

This provision is hereby considered to be included within, and applicable to, any subcontractor agreement entered into by the Contractor in performance of any work under the contract.

PROPRIETARY/CONFIDENTIAL INFORMATION

Vendors are hereby notified that all information submitted as part of a Proposal will be available for public inspection in compliance with Chapter 119 of the Florida Statutes (the "Public Record Act"). The Vendor should not submit any information in response to a solicitation which the Vendor considers proprietary or confidential. The submission of any information to the County in connection with a solicitation will be deemed a waiver from release of the submitted information unless such information is exempt or confidential under the Public Records Act.

PUBLIC RECORDS LAW

Pursuant to section 119.0701(2)(a), Florida Statutes, the County is required to provide Contractor with this statement and establish the following requirements as contractual obligations pursuant to the contract:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY

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TO PROVIDE PUBLIC RECORDS RELATING TO THIS SOLICITATION, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 352-343-9839, PURCHASING@LAKECOUNTYFL.GOV, BY MAIL, OFFICE OF PROCUREMENT SERVICES, ATTN: RON FALANGA, P.O. BOX 7800 TAVARES, FL 32778.

By entering into the Contract, Contractor acknowledges and agrees that any records maintained, generated, received, or kept in connection with, or related to the performance of services provided under, the Contract are public records subject to the public records disclosure requirements of section 119.07(1), Florida Statutes, and Article I, section 24 of the Florida Constitution. Pursuant to section 119.0701, Florida Statutes, any Contractor entering into a contract for services with the County is required to:

- A. Keep and maintain public records required by the County to perform the services and work provided pursuant to the Contract.
- B. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion or termination of the Contract if the Contractor does not transfer the records to the County.
- D. Upon completion or termination of the Contract, transfer, at no cost, to the County all public records in the possession of the Contractor or keep and maintain public records required by the County to perform the service. If the Contractor transfers all public records to the County upon completion or termination of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion or termination of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.

Requests to inspect or copy public records relating to the County's Contract for services must be made directly to the County. If Contractor receives any such request, Contractor shall instruct the requestor to contact the County. If the County does not possess the records requested, the County shall immediately notify the Contractor of such request, and the Contractor must provide the records to the County or otherwise allow the records to be inspected or copied within a reasonable time.

Contractor acknowledges that failure to provide the public records to the County within a reasonable time may be subject to penalties under section 119.10, Florida Statutes. Contractor further agrees not to release any records that are statutorily confidential or otherwise exempt from disclosure without first receiving prior written authorization from the County. Contractor shall indemnify, defend, and hold the County harmless for and against any and all claims, damage awards, and causes of action arising from the Contractor's failure to comply with the public records disclosure requirements of section 119.07(1), Florida Statutes, or by Contractor's failure to maintain public records that are exempt or confidential and exempt from the public records disclosure requirements, including, but not limited to, any third party claims or awards for attorney's fees and costs arising therefrom. Contractor authorizes County to seek

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declaratory, injunctive, or other appropriate relief against Contractor from a Circuit Court in Lake County on an expedited basis to enforce the requirements of this section.

COPYRIGHTS

Any copyright derived from a Contract will belong to the author. The author and the Contractor shall expressly assign to the County nonexclusive, royalty free rights to use any and all information provided by the Contractor in any deliverable or report for the County's use which may include publishing in County documents and distribution as the County deems to be in its best interests. If anything included in any deliverable limits the rights of the County to use the information, the deliverable will be considered defective and not acceptable and the Contractor will not be eligible for any compensation.

The County owns and retains all proprietary rights in its logos, trademarks, trade names, and copyrighted images (Intellectual Property). As such, nothing in any solicitation permits or shall be construed as authorizing Vendor or Contractor to use or display County's Intellectual Property. The County has the right to redact the County Logo displayed on any submission.

SOVEREIGN IMMUNITY

County expressly retains all rights, benefits and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes. Nothing will be deemed as a waiver of immunity or the limitations of liability of County beyond any statutory limited waiver of immunity or limits of liability. Nothing will inure to the benefit of any third party for the purpose of allowing any claim against County, which would otherwise be barred under the law.

COMPLIANCE WITH FEDERAL STANDARDS

All items to be purchased under a Contract must be in accordance with all governmental standards to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

E-VERIFY

Upon award of a Contract, the Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of all new persons hired by the Contractor during the term of the Contract.

The Contractor shall include in all contracts with subcontractors performing work pursuant to any Contract, an express requirement that subcontractors utilize the U.S. Department of Homeland Security's E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of all new employees hired by subcontractors during the term of the subcontract.

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPPA)

The Contractor may be required to execute a Business Associate Agreement, pursuant to the Health Insurance Portability and Accountability Act of 1996 (P.L. 104-191) (codified at 42 U.S.C. Section 1320d, *et. seq.*), and regulations contained in 45 C.F.R. Parts 160 and 164.

If the Contractor obtains any information governed by 42 U.S.C. Section 290dd-2 and the regulations implemented by the Substance Abuse and Mental Health Services Administration at 42 C.F.R. Part 2 (collectively referred to as the "SAMHSA regulations"), whether from the County or another source, while providing services to the County under the contract, the Contractor shall only use or disclose that information pursuant to the SAMHSA regulations.

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The Contractor will also comply with any and all laws under the State of Florida governing the confidentiality of health information, including but not limited to records or other documents containing medical, mental health, or substance abuse information.

FORCE MAJEURE

The parties will exercise every reasonable effort to meet respective obligations under the Contract but will not be liable for delayed performance or nonperformance resulting from a force majeure. A party that becomes aware of a force majeure that will significantly delay performance will notify the other party promptly, within 15 calendar days, after it discovers the force majeure. If a force majeure occurs, the parties may execute a contract modification or change order to extend the performance schedule or make accommodations that are reasonable under the circumstances.

NO CLAIM FOR DAMAGES

No claim for damages or any claim other than for an extension of time may be made or asserted against the County because of any delays. No interruption, interference, inefficiency, suspension, or delay in the commencement or progress of the work will relieve the Contractor of duty to perform or give rise to any right to damages or additional compensation from the County. The Contractor's sole remedy will be the right to seek an extension to the Contract time. However, this provision will not preclude recovery of damages by the Contractor for hindrances or delays due solely to fraud, bad faith, or active interference on the part of the County.

CERTIFICATION REGARDING SCRUTINIZED COMPANIES

The Contractor hereby certifies that, pursuant to Section 287.135, Florida Statutes, it is not listed on the Scrutinized Companies that Boycott Israel and is not participating in a boycott of Israel. The Contractor understands that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject it to civil penalties, attorneys' fees, and costs. The Contractor further understands that any contract with the County for goods or services may be terminated at the option of the County if the Contractor is found to have submitted a false certification or has been listed on the Scrutinized Companies that Boycott Israel list or is participating in a boycott of Israel.

For purchases of \$1 million or more:

By submitting a response to any solicitation, the Contractor hereby certifies that, pursuant to Section 287.135, Florida Statutes, it is not listed on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies with Activities in Sudan List, is not listed on the Scrutinized Companies that Boycott Israel and is not participating in a boycott of Israel, and is not engaged in business operations in Cuba or Syria. The Contractor understands that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject it to civil penalties, attorneys' fees, and costs. The Contractor further understands that any contract with the County for goods or services of \$1 million or more may be terminated at the option of the County if the Contractor is found to have submitted a false certification or has been listed on the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies with Activities in Sudan List, is listed on the Scrutinized Companies that Boycott Israel list or is participating in a boycott of Israel, or is engaged in business operations in Cuba or Syria.

ANTI-TRAFFICKING RELATED ACTIVITIES

The U.S. Government has adopted a policy prohibiting trafficking in persons including the trafficking-related activities listed below. These prohibitions specifically apply to come federally funded contracts and prohibit contractors, contractor employees, and their agents from:

A. Engaging in severe forms of trafficking in persons during the period of performance of the contract;

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- B. Procuring commercial sex acts during the period of performance of the contract;
- C. Using forced labor in the performance of the contract;
- D. Destroying, concealing, confiscating, or otherwise denying access by an employee to the employee's identity or immigration documents, such as passports or drivers' licenses, regardless of issuing authority;
- E. Using misleading or fraudulent practices during the recruitment of employees;
- F. Charging employees or potential employees recruitment fees;
- G. Failing to provide return transportation or paying for the cost of return transportation upon the end of employment for certain employees;
- H. Providing or arrange housing that fails to meet the host country housing and safety standards; or
- I. Failing to provide an employment contract, recruitment agreement, or other required work documents in writing, as required by law or contract.

NOTICES

All notices given by one party to the other party under a contract must be delivered to the receiving party's address set forth on the Contract either by hand, qualified courier, or e-mail and will be deemed received the day after it is transmitted. For County, it must be addressed to the Office of Procurement Services, Post Office Box 7800, 315 West Main Street, Suite 441, Tavares, Florida, 32778 or emailed to purchasing@lakecountyfl.gov.

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