

City of Palm Coast, Florida Agenda Item

Agenda Date: August 4, 2026

Agenda Item: F.6

Department INFORMATION TECHNOLOGY Division INFORMATION TECHNOLOGY	Amount Org/Account # 65052525-052000, 65052525-064000, 43000099-063000-99009, 43000099-063000-99052, 43000099-063000-99033
Subject: RESOLUTION 2026-XX APPROVING PIGGYBACKING THE CITY OF JACKSONVILLE CONTRACT WITH MILLER ELECTRIC COMPANY FOR ELECTRICAL AND LOW VOLTAGE SERVICES FOR CITYWIDE USAGE	
Presenter: Doug Akins, Director of Information Technology	
Attachments: 1. Resolution 2. Contract	
Background: The City of Palm Coast currently utilizes Miller Electric Company to provide video surveillance and access control repair and maintenance citywide. To complement these existing services, city staff is recommending the addition of a secondary piggyback contract to cover comprehensive electrical and low-voltage services. This agreement will expand the City's capabilities to include critical infrastructure needs such as electrical conduit and wiring, data and telephone cabling, low-voltage wiring, and electrical installations or repairs across city buildings and facilities. City staff is recommending piggybacking the City of Jacksonville Contract (# SC-0340-24) with Miller Electric Company for Electrical Services for City Buildings. This contract will run concurrently with our existing Osceola County security piggyback contract, ensuring the City has a seamless mechanism to address broader electrical and data infrastructure needs without replacing the current security maintenance framework. Piggybacking competitively bid contracts allows the City to leverage volume-based pricing structures while avoiding the administrative expenses and procurement delays associated with a standalone formal solicitation. The underlying City of Jacksonville contract is a labor and materials agreement based on a fixed hourly rate and material mark-up structure. Accordingly, city staff will utilize Miller Electric for these electrical and low-voltage services on an as-needed basis using budgeted funds appropriated by City Council.	

Recommended Action:

**ADOPT RESOLUTION 2026-XX APPROVING PIGGYBACKING THE CITY OF JACKSONVILLE
CONTRACT WITH MILLER ELECTRIC COMPANY FOR ELECTRICAL AND LOW VOLTAGE
SERVICES FOR CITYWIDE USAGE**

RESOLUTION 2026-____
ELECTRIC AND LOW VOLTAGE SERVICES

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING PIGGYBACKING THE CITY OF JACKSONVILLE CONTRACT WITH MILLER ELECTRIC COMPANY FOR ELECTRICAL AND LOW VOLTAGE SERVICES; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID CONTRACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Miller Electric Company has expressed a desire to provide electric and low voltage services to the City of Palm Coast; and

WHEREAS, the City Council of the City of Palm Coast desires to approve piggybacking the City of Jacksonville contract with Miller Electric Company for electric and low voltage services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA AS FOLLOWS:

SECTION 1. LEGISLATIVE AND ADMINISTRATIVE FINDINGS. The above recitals (whereas clauses) are hereby adopted as the findings of the City Council of the City of Palm Coast.

SECTION 2. APPROVAL OF PIGGYBACK. The City Council of the City of Palm Coast hereby approves piggybacking the contract between the City of Jacksonville and Miller Electric Company for electric and low voltage services as attached hereto and incorporated herein by reference as Exhibit “A.”

SECTION 3. AUTHORIZATION TO EXECUTE. The City Manager, or designee, is hereby authorized to execute the necessary documents.

SECTION 4. FUTURE AMENDMENTS. The City Manager, or designee is hereby authorized to approve any future amendments for changes totaling less than \$100,000.00 as long as this amount does not exceed the line-item limit for the budgeted

purchase. Further, the City Manager has the authority to execute amendments to the Master Price Agreement on behalf of the City for any other changes that may be necessary.

SECTION 5. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 6. CONFLICTS. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 8. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 4th day of August 2026.

ATTEST:

CITY OF PALM COAST

KALEY COOK, CITY CLERK

MICHAEL NORRIS, MAYOR

APPROVED AS TO FORM AND LEGALITY

MARCUS DUFFY, CITY ATTORNEY

Attachment: Exhibit "A" Piggyback Contract with Miller Electric



City Attorney Review

Signed by:
Marcus Duffy
AB058FA509FD417...



CONTRACT EXECUTIVE OVERVIEW

Vendor Name: Miller Electric Company
Bid/Contract Ref # Electrical Services for City Buildings
Agency Name: City of Jacksonville SC-0340-24
Contract Type: Piggyback
Contract Value OVER \$100K

Resolution # 2026- City Council Approval Date: _____
Contract Term End Date 3/18/2027
Renewable Y/N Y If yes # and length of renewals: Two Additional 1-year renewals
City's Project Manager(s) Rory Lochert

Brief Description/Purpose:

To utilize the terms, conditions, scope and pricing of the City of Jacksonville's
Agreement for Electrical Services for City Buildings as needed.

Approvals:

Responsible Dept. Director _____	Date: _____
City Finance _____	Date: _____
City Attorney _____	Date: _____
City Manager _____	Date: _____



Finance Department
Budget & Procurement Office

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

Miller Electric Company
Attn: Kevin Flanigan
6805 Southpoint Parkway
Jacksonville, FL 32216

RE: Engagement Letter Authorizing Piggyback

Electrical Services for City Buildings

Contract Name

City of Jacksonville SC-0340-24

Contract Reference

Dear Kevin,

The City of Palm Coast, Florida requests permission to utilize your company's above referenced contract in accordance with its terms and conditions and pricing. If agreed, please indicate approval by electronically signing below as well as the Addendum covering the E-Verify and Public Records requirements.

Contractor is aware of and agrees to comply with the requirements of Florida Statutes § 287.138. To the extent that, under this Agreement, Contractor has access to personal identifying information, Contractor agrees that: Contractor is not owned by the government of a foreign country of concern; the government of a foreign country of concern does not have a controlling interest in Contractor; and Contractor is not organized under the laws of and does not have its principal place of business in a foreign country of concern. Per Florida Statutes § 287.138(1)(c), "foreign country of concern" means the People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern. Breach of this provision shall be considered a material breach of this Agreement and shall entitle City to, in its sole discretion, terminate this Agreement.

All invoices should be sent via email to ap@palmcoastgov.com. If email is not possible, please mail invoices to: City of Palm Coast, Attn: Accounts Payable, 160 Lake Avenue, Palm Coast, Florida 32164. All legal notices should be sent to the attention of the City Manager at the same address.

Please feel free to contact me at the email address below if you have any questions.

Regards,

Shannon Nolan

Shannon Nolan
Procurement Coordinator
sknolan@palmcoastgov.com

This Engagement Letter is hereby acknowledged and agreed to:

CITY OF PALM COAST

By: _____

Print Name: Michael McGlothlin

Title: City Manager

Date: _____

MILLER ELECTRIC COMPANY

Signed by:

By: Chad Guinn

(776) 900-8800 (Secretary)

Print Name: Chad Guinn

Title: Vice President

Date: Jun 12, 2026 | 2:38 PM EDT



please recycle

palmcoastgov.com

ENGAGEMENT LETTER ADDENDUM

1. E-Verify Registration and Use.

“Effective January 1, 2021, public and private employers, contractors and subcontractors must require registration with, and use of the E-verify system to verify the work authorization status of all newly hired employees. Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:

- a) All persons employed by Contractor to perform employment duties within Florida during the term of the contract; and*
- b) All persons (including sub vendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City. The Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the City of Palm Coast.*

By entering into this Agreement, the Contractor becomes obligated to comply with the provisions of Section 448.05, F.S. (2023), “Employment Eligibility,” as amended from time to time. This includes, but is not limited to, utilization of the E-Verify System to verify the work authorization status of all newly hired employees and requiring all subcontractors to provide an affidavit to Contractor attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. Contractor agrees to execute the same affidavit and to maintain a copy of such affidavits for the duration of this Agreement. Failure to comply with this paragraph will result in the termination of this Agreement as provided in Section 448.095, F.S. (2023), as amended, and the Contractor will not be awarded a public contract for at least one (1) year after the date on which the Agreement was terminated. Contractor will also be liable for any additional costs to City incurred because of the termination of this Agreement in accordance with this section.”

2. Prohibition against considering social, environmental, political, or ideological interests in government contracting

Pursuant to Section 287.05701, F.S., the City cannot give preference to a Contractor based on the Contractor’s social, political, or ideological interests such as:

- a. The Contractor’s political opinions, speech, or affiliations.*
- b. The Contractor’s religious beliefs, religious exercise, or religious affiliations.*
- c. The Contractor’s lawful ownership of a firearm.*
- d. The Contractor’s lawful engagement in lawful manufacture, distribution, sale, purchase, or use of firearms or ammunition.*
- e. The Contractor’s engagement in the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, mining, or agriculture.*
- f. The Contractor’s support of the state or federal government in combating illegal immigration, drug trafficking, or human trafficking.*
- g. The Contractor’s engagement with, facilitation of, employment by, support of, business relationship with, representation of, or advocacy for any person described herein.*
- h. The Contractor’s failure to meet or commit to meet, or expected failure to meet, any of the following as long as such Contractor is in compliance with applicable state or federal law: 1) environmental standards, including emissions standards, benchmarks, requirements or disclosures; 2) social governance standards, benchmarks, or requirements, including, but not limited to, environmental or social justice; corporate board or company employment composition standards, benchmarks, requirements, or disclosures based on characteristics protected under the Florida Civil Rights Act of 1992; or policies or procedures requiring or encouraging employee participation in social justice programming, including, but not limited to, diversity, equity, or inclusion training.*

3. **Scrutinized Companies**

A. Contractor hereby certifies that it: a) has not been placed on the Scrutinized Companies that Boycott Israel List, nor is engaged in a boycott of Israel; b) has not been placed on the Scrutinized Companies with Activities in Sudan List nor the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and c) has not been engaged in business operations in Cuba or Syria. If City determines that Contractor has falsely certified facts under this paragraph or if Contractor is found to have been placed on the Scrutinized Companies Lists or is engaged in a boycott of Israel after the execution of this Contract, City will have all rights and remedies to terminate this Contract consistent with Section 287.135, F.S., as amended. The City reserves all rights to waive the certifications required by this paragraph on a case-by-case exception basis pursuant to Section 287.135, F.S., as amended.

4. **Public Records.**

A. The Parties specifically acknowledge that the Agreement is subject to the laws of the State of Florida, including without limitation, Chapter 119, Florida Statutes, which generally make public all records or other writings made or received by the Parties. If SUPPLIER is either a "contractor" as defined in Section 119.0701(1)(a), Florida Statutes, or an "agency" as defined in Section 119.011(2), Florida Statutes, SUPPLIER shall:

5. Keep and maintain all public records required by CITY to perform the Services herein; and
6. Upon request from CITY's custodian of public records, provide CITY 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, F.S. or as otherwise provided by law; and
7. 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 Agreement Term and following completion of the Agreement if SUPPLIER does not transfer the records to CITY; and
8. Upon completion of the Agreement, transfer, at no cost, to CITY all public records in possession of SUPPLIER or keep and maintain public records required by CITY to perform the Services herein. If SUPPLIER transfers all public records to CITY upon completion of the Agreement, SUPPLIER shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If SUPPLIER keeps and maintains public records upon completion of the Agreement, SUPPLIER shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to CITY, upon request from CITY'S custodian of public records, in a format compatible with the information technology systems of CITY.

B. All requests to inspect or copy public records relating to the Agreement shall be made directly to CITY. Notwithstanding any other provision of this Agreement to the contrary, failure to comply with the requirements of this paragraph shall result in the immediate termination of the Agreement, without penalty to CITY. A contractor who fails to provide the public records to CITY within a reasonable time may be subject to penalties pursuant to Section 119.10, Florida Statutes. Further, SUPPLIER shall fully indemnify and hold harmless CITY, its officers, agents and employees from any liability and/or damages, including attorney's fees through any appeals, resulting from SUPPLIER'S failure to comply with these requirements.

c. IF THE SUPPLIER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SUPPLIER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CITY CLERK'S OFFICE AT 386-986-3713, cityclerk@palmcoastgov.com, 160 LAKE AVENUE, PALM COAST, FLORIDA 32164.

9. **Governing Law:**

This Agreement shall be governed by, and construed in accordance with, the laws of the State of Florida, without regard to its conflict of laws principles. The parties agree that any action or proceeding required to enforce or interpret the terms of this Agreement, venue shall be of the Seventh Judicial Circuit in and for Flagler County, Florida, or the Middle District of Florida in Orlando, FL., if in federal court. Each party hereby consents to the personal jurisdiction of such courts and waives any objection based on venue or inconvenient forum.

10. Sovereign Immunity
City of Palm Coast expressly retains all rights, benefits and immunities of sovereign immunity and nothing herein shall be deemed to affect the rights, privileges, and immunities of City of Palm Coast as set forth in Section 768.28, Florida Statutes.

11. Taxes
Taxes, customs and tariffs on commodities or contractual services purchased under this contract will not be assessed against the City of Palm Coast unless mandated by State or Federal Law.

CITY OF PALM COAST

By: _____

Print Name: Michael McGlothlin

Title: City Manager

Date: _____

SUPPLIER

Signed by:
By: Chad Guinn
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(Authorized Signatory)

Print Name: Chad Guinn

Title: Vice President

Date: Jun 12, 2026 | 2:38 PM EDT

In Process

SUBJECT: ELECTRICAL SERVICES FOR CITY BUILDINGS – RE-BID**BID #:** SC-0340-24**OPEN DATE:** 3/6/2024**GENERAL GOVERNMENT AWARDS COMMITTEE****KIND AND BASIS OF CONTRACT:** SERVICE CONTRACT – THREE (3) YEARS FROM THE DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS**AGENCY:** PUBLIC BUILDINGS DIVISION**BASIS OF AWARD:** ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER**NUMBER OF BIDS INVITED:** 6 **NUMBER RECEIVED:** 2 **OTHER:** 1**SUMMARY OF BIDS AND RECOMMENDED ACTIONS:**

Recommend approval of award to Miller Electric Company as the lowest responsive, responsible bidder. Period of service will be three (3) years from the date of award with two (2) one (1) year renewal options. Estimated initial not-to-exceed award amount will be \$2,000,000.00.

Funding for this award will be encumbered from various agency accounts and executed by Purchase Orders.

ATTACHMENTS: Recommendation Memo, Bid Tabulation, Terms & Conditions, Specifications**ANALYST:** DRK
DAVID KLAGES**RESPECTFULLY SUBMITTED:** [Signature]
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION**CONCURRENCE BY:** ROY BIRBAL, CHIEF, PUBLIC BUILDINGS DIVISION**(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)****ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE**

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 3/14/2024
[Signature] [Signature] OTHER: _____
[Signature] _____
[Signature] _____

ACTION OF AWARDING AUTHORITY DATE 3/18/2024
APPROVED ✓ DISAPPROVED _____
OTHER _____
SIGNATURE OF AUTHENTICATION [Signature]

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02



A NEW DAY.

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works

Public Buildings Division

555 W. 44th Street

Jacksonville, FL 32208

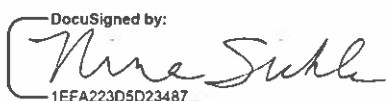
(904) 630-CITY

Jacksonville.gov

MEMORANDUM

TO: Dustin Freeman, Chief
Procurement Division

THRU: Nina Sickler, P.E., Director
Department of Public Works

DocuSigned by:

1EFA223D5D23487

FROM: FOR Roy Birbal, Chief
Public Buildings Division



SUBJECT: Recommendation to Award SC-0340-24
Miller Electric Company
Electrical Services for City Buildings

DATE: March 7, 2024

In response to the solicitation for bids to provide Electrical Services for City Buildings, the Procurement Division received two (2) responses and forwarded the results to the Public Buildings Division to review for a recommendation to award.

After reviewing the bid, the Public Buildings Division recommends approval of award to the lowest responsive, responsible bidder, Miller Electric Company, in the maximum indebtedness of \$2,000,000.00.

Funding for this award will be encumbered by Purchase Order Agreement dependent on funding, the appropriate account for the buildings being served and fiscal year.

The term of this agreement is three (3) years from the date of the award with two (2) one (1) year renewal options.

Your assistance in concurring with this recommendation for the respective award would be appreciated. If you have any questions or need additional information regarding this request, please contact Kelly Hooten at 255-4340.

Attachments: Bid Tabulation
Vendor Bid

BID TABULATION

Title: Electrical Services for City Buildings - Re-Bid		Brooks Building Solutions				Miller Electric Company			
Bid No.: SC-0340-24									
Close Date: March 6, 2024									
Analyst: David Klages									
No. Invited: (6) No. Received: (2) Other: (1)									
Announcer: Melissa Pierce									
Recorded By: Michelle Spittler									
Item #	Description	Unit of Measure	Est. Annual Quantity	Unit Price	Extended Price	Unit Price	Extended Price		
1	Licensed Electrician – Regular Hours	Hour	1,000	\$114.50	\$114,500.00	\$100.00	\$100,000.00		
2	Helper/Apprentice – Regular Hours	Hour	500	\$60.50	\$30,250.00	\$60.00	\$30,000.00		
3	Licensed Electrician – Overtime Hours	Hour	100	\$148.00	\$14,800.00	\$135.00	\$13,500.00		
4	Helper/Apprentice – Overtime Hours	Hour	50	\$115.00	\$5,750.00	\$85.00	\$4,250.00		
5	Mark-up on Materials (16% Maximum)	Each	250,000	16% markup	\$290,000.00	16% markup	\$290,000.00		
6	Mark-up on Subcontractors (10% Maximum)	Each	50,000	10% markup	\$55,000.00	10% markup	\$55,000.00		
Total Bid (Items 1 - 6):				\$510,300.00		\$492,750.00			
Terms:				Not Stated		No Discount			
Delivery:				N/A		N/A			
Signed Bid Form:				Yes		Yes			
Bid Proposal Form:				Yes		Yes			
Conflict of Interest Certificate:				Yes		Yes			
Business References:				Yes		Yes			
FDOT Project List that Includes Bridge Work:				No		Yes			
Licensed Electricians List:				Provided Copies of Licenses		Yes			
Addenda:				N/A		N/A			

TERMS AND CONDITIONS**ELECTRICAL SERVICES FOR CITY BUILDINGS – RE-BID****1. SCOPE**

The City of Jacksonville's Procurement Division is currently accepting bids to obtain a source of supply for the item(s)/service(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s)/service(s) and to obtain pricing commitments for **Electrical Services for City Buildings** as listed in the bid documents.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder. Bidders must bid on all items to be considered for award. The City reserves the right to reject any or all bids. ALL awards are subject to the availability of funds.

3. TERM OF AGREEMENT

The term of this agreement will be three (3) years from the date of award with two (2) one (1) year renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and conditions set forth in the bid documents.

4. MINIMUM REQUIREMENTS

Bidders should submit or comply with the following requirements. Failure to submit any of these requirements may be grounds for rejection:

- a. Bidder must have a current "Certified Electrical Contractor" license from the State of Florida, Department of Business & Professional Regulation (link below) at the time of bid opening.
<https://www.myfloridalicense.com/will.asp?mode=1&SID=&brd=&typ=>
- b. Bidder must have a minimum of eight (8) years of experience as a State of Florida Licensed Electrical Contractor with commercial annual sales totaling in excess of three million dollars (\$3,000,000.00) for the last three (3) years.
- c. Bidder must have completed projects working directly with the Florida Department of Transportation (FDOT) that include lane closures **and** bridge work within the past four (4) years.
- d. Bidder must maintain a minimum of six (6) full-time licensed Electricians and at least one (1) full-time Journeyman/Master Licensed Electrician.
- e. Bidder must have a minimum of six (6) fully equipped service vehicles containing the tools and equipment used in Commercial Electrical Contracting Service and Installation. A pre-award inspection of the company's vehicles and equipment may be made prior to award.

5. PRE-BID CONFERENCE

N/A.

6. STATE CONTRACTS

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The City reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

7. QUANTITIES

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period. **The City reserves the right to add or delete items during the contract period.** The City will order on an as needed basis.

8. DELIVERY

N/A.

9. ESCALATION/DE-ESCALATION

All pricing submitted shall remain firm for the first year of the initial contract period. After the first year of the contract term, a supplier may submit in writing a request for price escalation / de-escalation for the percentage of change as listed in the Consumer Pricing Index (CPI) and/or documentation notifying of an industry-wide increase. The City reserves the right to decline any price increase request.

10. PRICES

All unit prices shall include **freight, delivery, and handling charges** to the delivery location as outlined in the bid documents.

11. PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

12. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

13. INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include: Purchase Order number or contract number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 45 days. All original invoices shall be submitted to: COJ1CloudInvoices@coj.net. The invoice email subject line **MUST BE:** inv_300000008806179. Invoices can also be submitted through the 1Cloud Supplier Portal.

14. INSURANCE/INDEMNIFICATION

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. The awarded supplier will be required to submit a copy of their Certificate of Commercial Liability Insurance within ten (10) days from the date of receipt of the award notice. Bid number shall be listed on certificate.

15. REPORTING

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

16. SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

SPECIFICATIONS

ELECTRICAL SERVICES FOR CITY BUILDINGS – RE-BID

All questions or discrepancies regarding the bidding process or the bid documents must be submitted in writing to David Klages, Purchasing Analyst, at dklages@coj.net by the date and time specified on the Bid Form.

When submitting a bid, please be sure to write the bid name and number and your company's name, address, and phone number on the **outermost** sealed envelope or package.

Bidders shall not make changes to any document in this solicitation. Changes to this solicitation will be authorized only via posted addendum. Any unauthorized changes may result in rejection of the bid submittal.

Bidders must meet all the Minimum Requirements listed in the Terms and Conditions to be considered for award.

Part I – General

Scope of Work

The City of Jacksonville (Buyer/City/COJ) is accepting proposals from qualified electrical contractors for electrical installation, maintenance, and repair services at City owned or leased facilities at the request of the Public Buildings Division.

Scheduling of Operations

Contractor must note that work is generally performed in occupied facilities. The scheduling of work is of utmost importance. The Contractor will meet with Public Building Division representatives prior to scheduling and commencement of work.

Emergency repair service shall be available from the Contractor on 24-hour basis, 7 days a week, 365 days a year. Contractor must provide at least three (3) 24/7/365 emergency contacts for City-related emergencies.

Requirements of Regulatory Agencies

Contractor shall perform all work in accordance with applicable codes. The work shall be completed by certified and experienced persons skilled in the trade and in accordance with the best practices of the trade.

Contractor shall give all necessary notices, obtain all state and municipal permits, pay all fees necessary in connection with the installation, including sales and use taxes as applicable, and perform all tests as are called for by regulations of such authorities.

Security requirements will be the responsibility of the Contractor, including, but not limited to, providing workers who can pass security requirements, meeting application fees and renewals, and maintaining a staff of badged employees for any City facility.

Guarantee/Warranty

By entering into a contract with the City, the Contractor guarantees that the materials and workmanship are first-class in every aspect, and that the Contractor will make good any defect not due to ordinary wear and tear or improper use or care which may develop within one (1) year from the date of final payment.

City's Right to Terminate For Convenience

The City reserves the right to terminate the contract for any reason by giving thirty (30) days written notice to the Contractor. If the contract is terminated for convenience, the City will be relieved of all further obligations other than payment for the amount of approved services actually performed up to the date of termination. Access to all work papers will be provided to the City after termination of contract.

Part 2 – Outline of Services

Regular Requests

The Contractor shall respond to the facility for routine services within two (2) business days of being notified by the City. Work can commence without approval of a quotation for up to \$500.00 for parts and labor total. Services requested over \$500.00 for parts and labor will require an approved quotation prior to commencing.

After-Hours/Emergency Requests

The Contractor shall respond to the facility for after-hours/emergency service requests within two (2) hours of being notified by the City. Emergency services shall include corrective repair of any electrical problem required to restore the facility and/or ground to operational, secure, and safe condition. This work will commence with written (email or fax) authorization from the Public Buildings Division Facility Manager and prior to having an approved and signed estimate. Once an emergency scope of work is completed, a follow-up cost estimate will be submitted at the Contractor's earliest available opportunity for review/approval by the City for a further non-emergency scope of work to be completed.

After-Hours/Emergency requests are defined as requests made between 6:01 p.m. and 6:59 a.m., Monday – Thursday and between 6:01 p.m. Friday and 6:59 a.m. Monday.

Electrical Installation, Maintenance, and Repair Services

Electrical installation, maintenance, and repair services shall include, but not be limited to the following:

- Electrical conduit and wiring
- Lighting systems and light control systems
- Receptacles, switches, and data and telephone wall jacks
- Emergency lighting equipment and fire alarm systems
- Power and conduit to other systems such as HVAC systems, generators, UPSs or equipment
- Data and telephone cabling
- Conduit systems for communication and other electronic systems
- Pumps, motors, electrical breakers, and controls
- Low voltage wiring
- Refrigeration electrical equipment
- Air controls
- Generator systems
- Field and street lighting requiring a bucket truck
- Card access systems
- Irrigation-electrical valves and controllers
- Electrical furnaces
- Security alarm and CCTV systems
- Excavation, backfill, concrete and asphalt paving as it relates to the electrical scope of work to accomplish a complete installation
- Proven working knowledge of FDOT regulations
- Bridge, road, and waterway work

Price

This shall be a labor and materials contract guided by the rates and pricing structure identified in the Bid Proposal Form. Proposals per individual work tasks shall be on a "Not to Exceed" basis. This is a Time and Materials contract, and all invoices shall be supported by documentation verifying the costs incurred. Should the scope or conditions change where the cost may be exceeded, authorization is required prior to exceeding the PO amount. This can include, but is not limited to, certified payrolls, copies of paid invoices for materials, subcontract agreements, etc. The City reserves the right to request firm price quotations for work/individual projects exceeding \$4,500.00.

Rates shall take effect on the contract's start date and shall remain firm for the initial 12-month contract term unless the contract is terminated/cancelled. After the initial contract term, the Contractor may submit in writing a request for price escalation/de-escalation on an annual basis for the percentage of change as listed in the Consumer Pricing Index (CPI) and/or documentation notifying of an industry-wide increase. The City reserves the right to decline any price increase request.

The mark-up amount on materials, supplies, and equipment shall not exceed sixteen percent (16%). The mark-up on subcontractors' invoices shall not exceed ten percent (10%). Any Change Order request will require approval from the Public Buildings Division and are subject to verification. The Contractor shall provide a detailed breakdown of all costs in each work task.

Service calls and repairs shall be invoiced at the completion of each work task, according to the rates submitted on the Bid Proposal Form. All invoices shall include, at a minimum, the following information:

1. Purchase Order number under which the work is authorized.
2. Facility name and address where the work was completed.
3. COJ Facility Manager contact information (name).
4. Hourly rates and charges.
5. Total number of hours worked.
6. Detailed list of materials supplied/installed and invoiced costs.
7. Mark-up percentage/cost.
8. Detailed description of work performed.

Part 3 – Execution**Materials**

Materials/equipment installed shall be factory new, installed per the manufacturer's written instructions, and the City shall be provided with the manufacturer's complete warranty. Materials/equipment must be available for inspection by COJ staff if/when requested.

Installation

The Contractor is responsible for familiarizing himself/herself with existing field conditions prior to submitting his/her quotation. The Contractor shall coordinate the location with COJ staff prior to commencing work. All labor and materials necessary to complete the installation shall be included in the quotation.

Installation shall proceed as specified per the manufacturer's published installation instructions and to industry best standards.

At a minimum, only licensed electrical journeyman personnel will be permitted to service City facilities unless the work requires an electrical apprentice under direct supervision of the electrical Journeyman.

Installers shall be certified by the manufacturer to ensure warrantable installation when applicable. The Contractor shall ensure that he/she has the necessary resources for the successful completion of the work.

The Contractor's equipment must be in good mechanical order and not require excessive maintenance or create excessive downtime that jeopardizes the Contractors' ability to provide the work agreed to.

All work performed shall be subject to inspection and shall meet the approval of the City. If the work is not approved, the City shall have the right to reject it and require corrections. Acceptance or rejection of the work shall be made as promptly as practical, but failure to accept or reject the work shall not relieve the Contractor from responsibility for the work not provided in accordance with the contract. The City will not be deemed to have accepted the work by virtue of partial or full payment. The City shall be the final judge of all work and its decisions of all questions in dispute will be final.

The City may have its own work forces and other contractors on the site while the work of this contract is under way. The City shall coordinate the work of all contractors on the site and require their coordination with each other. If the Contractor is unable to provide the services within the timeframe required, or is unavailable, the City reserves the right to contact another contractor to perform the service(s).

The Contractor shall ensure that all repairs and/or replacement materials take into account the City's obligation for sustainability and Energy Efficient Management Programs. All repairs and/or replacement materials shall be of the same or higher standard in terms of energy consumption to achieve significant and sustainable savings in energy use cost.

The Contractor is also expected to identify any improvement opportunities during the course of maintenance or repair services within City facilities for installation of products and equipment that would reduce electrical energy consumption and/or produce environmental benefits.

Worksite Procedures

The Contractor will be required to notify City staff upon arrival and before starting any work, and prior to departure from the facility. An identity badge, parking pass, and/or keys may be required from COJ staff.

The Contractor will be required to provide employees that can pass and maintain security clearances for certain designated buildings that require security clearances. Any costs for obtaining security clearances shall be the responsibility of the Contractor.

Contractor is responsible for installing temporary restrictions, barricades, and signs during service/repair operations.

The Contractor is required to schedule work with the local users and accommodate those who cannot allow shutdown of their operations.

The Contractor must inform the COJ Public Buildings Facility Manager immediately if any safety hazard is discovered.

The Contractor must ensure all staff, including subcontractors, are wearing company t-shirts with logo/company ID when working in a City facility. The Contractor's employees should also wear in plain sight a company ID badge with their full name.

Acquiring all necessary permits will be the responsibility of the Contractor.

It is the Contractor's responsibility to locate underground utilities to ensure damage does not occur. If damage occurs, the Contractor shall repair, or make arrangements for repair of, the damage at the Contractor's own expense.

The Contractor will perform on-site minor repairs when the cumulative cost for parts and labor is \$500.00 or less, as approved by the COJ Facility Manager or his/her designee. If the estimated costs exceed \$500.00, the Contractor will provide a written quote and receive authorization from the City prior to commencing with the repair.

Protection

The Contractor shall use due care so that no persons are injured, or property damaged, in providing the services under this solicitation. The Contractor shall be solely responsible for all loss, damages, costs, and expenses in respect to any injury to persons, damage to property, or infringement of the rights of others incurred in the performance of the work, or caused in any manner whatsoever, by the Contractor or its employees and subcontractors. The Contractor shall immediately rectify any loss or damage for which, in the opinion of the City, the Contractor is responsible at no charge to the City and to the satisfaction of the City.

Cleaning

At the end of each day and at the conclusion of work, the Contractor shall clean up all debris, promptly remove any equipment or material, and leave the site of the work in a clean and tidy condition.

Performance Guarantee

The contractor shall assume full responsibility for providing a complete and operational electrical component upon completion of the work.

Remainder of page intentionally left blank.

FORM 7 – PUR 1355

FOREIGN COUNTRY OF CONCERN ATTESTATION
(PUR 1355)

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual’s Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in Rule 60A-1.020, F.A.C.

Miller Electric Company is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: Chad Guinn

Title: Vice President

Signed by:
Signature: Chad Guinn
776EF10D5BBB467...

Date: Jun 12, 2026 | 2:38 PM EDT

E-Verify Affidavit Instructions

Beginning January 1, 2021, pursuant to Section 448.095 Florida Statutes, every public employer, contractor, and subcontractor shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. A public employer, contractor, or subcontractor may not enter into a contract unless each party to the contract registers with and uses the E-verify system.

1. Please create an Affidavit on your company's letter head in a similar form to that attached below.
2. Have it signed and notarized.
3. Then attach the notarized affidavit and the proof of registration where indicated.

ATTACH NOTARIZED AFFIDAVIT HERE



ATTACH PROOF OF REGISTRATION HERE



In Process

CONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that _____ *[insert contractor company name]* does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____ *[insert contractor company name]* proof of registration in the E-Verify system is attached to this Affidavit.

Print Name: _____

Title: _____

Date: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20__ by _____ *[name of officer or agent, title of officer or agent]* of _____ *[name of contractor company acknowledging]*, a _____ *[state or place of incorporation]* corporation, on behalf of the corporation. He/she is personally known to me or has produced _____ *[type of identification]* as identification.

[Notary Seal]

Notary Public

Name typed, printed or stamped

My Commission Expires: _____



FORM 8 – AFFIDAVIT OF COMPLIANCE

AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS

State of _____

County of _____

In accordance with section 787.06 (13), Florida Statutes, the undersigned, on behalf of _____ (the "Entity"), hereby attests under penalty of perjury, that the Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled "Human Trafficking."

The undersigned representative of the Entity is authorized to execute this affidavit on behalf of the Entity.

Date: _____

Signed: _____

Entity: _____

Name:

Title:

In Process

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 2025, by _____.

Notary Signature

PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known _____

OR Produced Identification _____

Type of Identification Produced _____

FORM 8 – AFFIDAVIT OF COMPLIANCE

AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS

State of Florida

County of Duval

In accordance with section 787.06 (13), Florida Statutes, the undersigned, on behalf of Miller Electric the "Entity", hereby attests under penalty of perjury, that the Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled "Human Trafficking."

The undersigned representative of the Entity is authorized to execute this affidavit on behalf of the Entity.

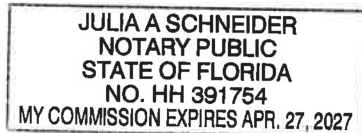
Date: 6/12/2026

Signed: Chadell

Entity: Miller Electric company

Name: Chad Guinn
Title: VICE PRESIDENT

Sworn to (or affirmed) and subscribed before me this 12th day of June, 2026, by Chad Guinn.



Julia Schneider
Notary Signature

Julia Schneider

PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known ☒

OR Produced Identification ☐

Type of Identification Produced

CONTRACTOR E-VERIFY AFFIDAVIT

I hereby certify that MILLER ELECTRIC COMPANY [insert contractor company name] does not employ, contract with, or subcontract with an unauthorized alien, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021 have had their work authorization status verified through the E-Verify system.

A true and correct copy of MILLER ELECTRIC COMPANY [insert contractor company name] proof of registration in the E-Verify system is attached to this Affidavit.

Chad Guinn
Print Name: Chad Guinn
Title: VICE PRESIDENT
Date: 6/12/2026

STATE OF FLORIDA

COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 12th day of June, 2026 by Chad Guinn, VP [name of officer or agent, title of officer or agent] of Miller Electric Company [name of contractor company acknowledging], a Florida [state or place of incorporation] corporation, on behalf of the corporation. He/she is personally known to me or has produced [type of identification] as identification.

[Notary Seal]

Julia Schneider
Notary Public
Julia Schneider
Name typed, printed or stamped

JULIA A SCHNEIDER
NOTARY PUBLIC
STATE OF FLORIDA
NO. HH 391754
MY COMMISSION EXPIRES APR. 27, 2027

My Commission Expires: 4/27/2027

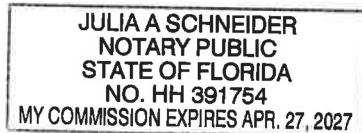
FORM 8 – AFFIDAVIT OF COMPLIANCE**AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS**State of FloridaCounty of Duval

In accordance with section 787.06 (13), Florida Statutes, the undersigned, on behalf of Miller Electric the "Entity"), hereby attests under penalty of perjury, that the Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, entitled "Human Trafficking."

The undersigned representative of the Entity is authorized to execute this affidavit on behalf of the Entity.

Date: 6/12/2026Signed: Chad GuinnEntity: Miller Electric companyName: Chad Guinn
Title: VICE PRESIDENT

Sworn to (or affirmed) and subscribed before me this 12th day of June, 2026, by Chad Guinn.

Julia Schneider
Notary SignatureJulia Schneider

PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known ☒OR Produced Identification ☐Type of Identification Produced ☐