

BIDDER ACKNOWLEDGEMENT

Submit Bids to: Clerk's Office
3614 South Ocean Blvd.
Highland Beach, FL 33487
Telephone: (561) 278-4548

Bid Title: **"BUILDING DEPARTMENT RENOVATION"**

Bid Number: 25-002

Bid Due: 6/18/25, 2025, NO LATER THAN 2:00 P.M. (LOCAL TIME)

All awards made as a result of this bid shall conform to applicable sections of the charter and codes of the Town.

Name of Bidder: Contractors Services Unlimited, Inc. d.b.a CSU Florida

Federal I.D. Number: 81-1059464

A Corporation of the State of: Florida

Area Code: 305 Telephone Number: 213-7778

Area Code: _____ FAX Number: _____

Mailing Address: 9595 Fontainebleau Blvd. Ste 101-C

City/State/Zip: Miami, FL 33172

Vendor Mailing Date: 6/18/25 In Person

E-Mail Address: csu@csuflorida.com

Authorized Signature

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of Florida

County of Palm Beach

IAN HARBAJAN, PRESIDENT, being first duly sworn, deposes and says that:

1) He is IAN HARBAJAN of CSU Florida,
(Title) (Name of Corporation or Firm)
the bidder that has submitted the attached bid:

- 2) He is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;
- 3) Said bid is genuine and is not a collusive or sham bid;
- 4) Further, the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communications or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Town of Highland Beach or any person interested in the proposed Contract; and
- 5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.



ANATEA SCHWARTZ
Commission # HH 642910
Expires February 19, 2029

(Signed) [Signature]

(Title) President

Subscribed and sworn to before me
by means of ☒ physical presence or ☐ online notarization

This 17th day of JUNE, 20 25

My commission expires 2/19/29

ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA)

COUNTY OF PALM BEACH)

I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the Town of Highland Beach as a commission, kickback, reward of gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By:

Ian Harbajan
NAME - SIGNATURE

Sworn and subscribed before me by means of ☒ physical presence or ☐ online notarization
this 19th day of JUNE, 20 25

Printed Information:

IAN HARBAJAN
NAME

PRESIDENT
TITLE

[Signature]
NOTARY PUBLIC, State of Florida
at Large



ANATEA SCHWARTZ
Commission # HH 642910
Expires February 19, 2029

CSV FLORIDA
COMPANY

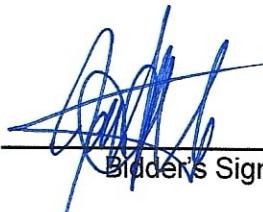
"OFFICIAL NOTARY SEAL" STAMP

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the Town of Highland Beach or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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

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



Bidder's Signature

PALM BEACH COUNTY INSPECTOR GENERAL

ACKNOWLEDGMENT

The Bidder is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this ITB and the resulting contract, and in furtherance thereof may demand and obtain records and testimony from the Bidder and its subcontractors and lower tier subcontractors.

The Bidder understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Bidder or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of the contract justifying its termination.

Contractors Services Unlimited, Inc.

BIDDER NAME

By 

Title: President

Date: 6/18/25

**SCRUTINIZED VENDOR CERTIFICATION
PURSUANT TO SECTION 287.135, FLORIDA STATUTES**

This sworn statement is submitted to the Town of Highland Beach, Florida

by Ian Harbajan, President

(print individual's name and title)

for Contractors Services Unlimited, Inc.

(print name of entity submitting sworn statement)

whose business address is 9595 Fontainebleau Blvd., Ste 101-C

Miami, FL 33172

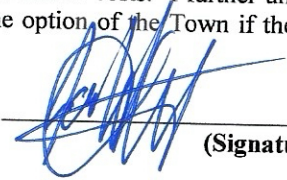
and (if applicable) its Federal Employer Identification Number (FEIN) is: 81-1059464

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

1. I hereby certify that the above-named entity:
 - A. Does not participate in the boycott of Israel; and
 - B. Is not on the Scrutinized Companies that Boycott Israel List.
2. If the Contract for goods and services is for more than \$1,000,000, I hereby certify that the above-named entity:
 - A. Is not on the Scrutinized Companies with Activities in Sudan List; and
 - B. Is not on the Scrutinized Companies with Activities in Iran Terrorism Sectors List; and
 - C. Has not engaged in business operations in Cuba or Syria.

Section 287.135, Florida Statutes, prohibits the Town from: (1) contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; and (2) contracting with companies, for goods or services over \$1,000,000 that are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in Iran Terrorism Sectors List created pursuant to Section 215.473, Florida Statutes or is engaged in business operations in Cuba or Syria.

As the person authorized to sign on behalf of the above-named entity, I hereby certify that the statements set forth above are true and that pursuant to Section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees and/or costs. I further understand that any contract with the Town for goods or services may be terminated at the option of the Town if the company has been found to have submitted a false certification.


(Signature)

The foregoing document was sworn and subscribed before me by means of ☒ physical presence or _____ online notarization this 17th day of June, 2025 by IAN HARBAJAN as PRESIDENT of CSU FLORIDA who is ☒ personally known to me or ☐ produced _____ as identification.



ANATEA SCHWARTZ
Commission # HH 642910
Expires February 19, 2029


Notary Public
My Commission Expires:

**SWORN STATEMENT ON PUBLIC ENTITY CRIMES PURSUANT
TO SECTION 287.133(3)(A),
FLORIDA STATUTES**

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

1. This sworn statement is submitted to the Town of Highland Beach (the "Town") by:

Ian Harbajan, President
(Print individual's name and title)

For: Contractors Services Unlimited, Inc. dba CSU Florida

(Print name of entity submitting sworn statement)

Whose business address is: 9595 Fontainebleau Blvd. , Ste 101-C, Miami, FL 33172

And (if applicable) its Federal Employer Identification Number (FEIN) is: 81-1059464

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement

_____.)

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

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), FLORIDA STATUTES, means a finding of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

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

a. A predecessor or successor of a person convicted of a public entity crime; or

b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one (1) person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one (1) person controls another person. A person who knowingly enters a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

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

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

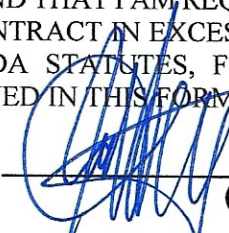
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement (indicate which statement applies).

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

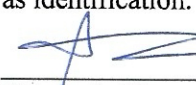
☒ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent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

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

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


(Signature)

The foregoing document was sworn and subscribed before me by means of ☒ physical presence or ☐ online notarization this 17th day of JUNE, 2025 by TAN HARBAN, as PRESIDENT of CSU FLORIDA who is ☒ personally known to me or ☐ produced _____ as identification.


Notary Public
My Commission Expires:

February 19, 2029



A D D E N D A

**TOWN OF HIGHLAND BEACH
FLORIDA**

BID TITLE: "BUILDING DEPARTMENT RENOVATION"

BID NO.: 25-002

DATE SUBMITTED: 6/18/2025

We propose and agree, if this submittal is accepted, to contract with the Town of Highland Beach, in the Contract Form, to furnish all material, means of transportation, coordination, labor and services necessary to complete/provide the work specified by the Contract documents.

Having studied the documents prepared by: The Town of Highland Beach

We propose to perform the work of this Project according to the Contract documents and the following addenda which we have received:

ADDENDUM	DATE	ADDENDUM	DATE
<u>1</u>	<u>6/10</u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>	<u> </u>

☐ **NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS**

Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

ADDENDUM No. 1

DATE: June 10th, 2025
BID No. 25-002 – Building Department Renovation

This addendum to the drawings, specifications, and/or contract documents is issued to provide additional information and clarification to the original Bid specifications and Bid form and is hereby declared a part of the original drawings, specifications and/or contract documents. In case of a conflict, this Addendum No. 1 shall govern.

Clarification

Errors and Omissions Insurance will **NOT** be required for this Bid.

ACKNOWLEDGEMENT OF ADDENDUM No. 1

BID NO. 25-002 – Building Department Renovation

RESPONDENT MUST SIGN, DATE, AND INCLUDE THIS ACKNOWLEDGEMENT OF ADDENDUM NO. 1 WITH BID PACKAGE IN ORDER FOR SUBMITTAL TO BE CONSIDERED COMPLETE AND ACCEPTABLE.

Hilit Bar

PRINT NAME OF REPRESENTATIVE



SIGNATURE OF REPRESENTATIVE

CONTRACTORS SERVICES UNLIMITED, INC.

NAME OF COMPANY

6/17/25

DATE

REFERENCES FOR <u>Contractors Services Unlimited, Inc. d.b.a. CSU Florida</u> (NAME OF FIRM)			
Company Name: Miami Dade County - MIA Airport			
Address: Miami International Airport - Car Rental Center			
Years/Description of Services: completed - 1/25- 2/25 <small>*CSU Florida has completed different contracts at the MIA airport ranging from \$120K to \$4.1M the referenced job below is the more relevant to the requirement for this particular bid.</small> Security Doors Demolition, disconnection, modification of alarms, Installation of new fire-rated double steel doors w/mag locks, etc. threshold thresholds, matching paint, framing, and finishes including meeting all fire & security requirements.			
Contact Name: Carl Ramdin			
Phone: 305-497-2751	Fax:	E-Mail: carl.ramdin@cbre.com	
Company Name: Commercial Water & Energy Co.			
Address: 10400 Griffin Rd. Cooper City			
Years/Description of Services: All common space HVAC repairs, room separations, upgrades, structural, demolition for individual spaces and common areas. Units work included: demo, plumbing, kitchens, flooring, electric repositioning, improvements, tile, cement and all related. Projects are ongoing, last one completed April 2025			
Contact Name: Annette			
Phone: 305-436-6050	Fax:	E-Mail: anette@cwe-net.com	
Company Name: RGR @silent Yaks - Hollywood & Miramar Plaza Restoration			
Address: 6303 Miramar Parkway to 2823 SW 64th Ave. , 6320 Miramar Pkwy, Miramar & 1931-45 Pembroke Rd Hollywood, FL			
Years/Description of Services: 2022-2024 Repair & restoration of commercial plaza including interior ADA upgrades, exterior guardrails, facade upgrade and renovation of build to suit + structural upgrade in bldg B.			
Contact Name: Hilit Bar			
Phone: 561-710-1444	Fax:	E-Mail: Hilit@silentYaks.com	

Letters of recommendation & final work
Completion available from Miami Dade
County work upon request.