

VENDOR QUESTIONNAIRE AND STANDARD CERTIFICATIONS
Request for Proposals, Request for Qualifications, or Request for Letters of Interest

Advertising Agency Services				
RFP No. GEN2116476P1				
	Vendor Questionnaire	The Zimmerman Agency 1821 Miccosukee Commons Dr. Tallahassee, FL 32308		
1	Legal business name:	The Zimmerman Agency		
2	Doing Business As/ Fictitious Name (if applicable):			
3	Federal Employer I.D. no. (FEIN):	27-0833307		
4	Dun and Bradstreet No.:	17-761-6612		
5	Website address (if applicable):	Zimmerman.com		
6	Principal place of business address:	1821 Miccosukee Commons Dr. Tallahassee, FL 32308		
7	Office location responsible for this project:	Tallahassee		
8	Telephone No.	850-668-2222		
	Fax No.	850-656-4622		
9	Type of business (check appropriate box):			
	Corporation (specify the state of incorporation):			
	Sole Proprietor			
	Limited Liability Company (LLC)	x		
	Limited Partnership			
	General Partnership (State and County Filed In)			
	Other - Specify			
10	List Florida Department of State, Division of Corporations document number (or registration number if fictitious name):	M09000001432		
11	List name and title of each principal, owner, officer, and major shareholder:	Curtis Zimmerman, President Advertising		
		Carrie Zimmerman, President PR		
12	AUTHORIZED CONTACT(S) FOR YOUR FIRM:	Name: Curtis Zimmerman Title: President E-mail: curtis@zimmerman.com Telephone No.: 850-668-2222 Name: Angela Meredith Title: New Business Coordinator E-mail: Curtis Zimmerman, President Telephone No.: 850-668-2222		

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13	Has your firm, its principals, officers or predecessor organization(s) been debarred or suspended by any government entity within the last three years? If yes, specify details in an attached written response.	No		
14	Has your firm, its principals, officers or predecessor organization(s) ever been debarred or suspended by any government entity? If yes, specify details in an attached written response, including the reinstatement date, if granted.	No		
15	Has your firm ever failed to complete any services and/or delivery of products during the last three (3) years? If yes, specify details in an attached written response.	No		
16	Is your firm or any of its principals or officers currently principals or officers of another organization? If yes, specify details in an attached written response	No		
17	Have any voluntary or involuntary bankruptcy petitions been filed by or against your firm, its parent or subsidiaries or predecessor organizations during the last three years? If yes, specify details in an attached written response.	No		
18	Has your firm's surety ever intervened to assist in the completion of a contract or have Performance and/or Payment Bond claims been made to your firm or its predecessor's sureties during the last three years? If yes, specify details in an attached written response, including contact information for owner and surety.	No		
19	Has your firm ever failed to complete any work awarded to you, services and/or delivery of products during the last three (3) years? If yes, specify details in an attached written response.	No		
20	Has your firm ever been terminated from a contract within the last three years? If yes, specify details in an attached written response.	No		
21	Living Wage solicitations only: In determining what, if any, fiscal impacts(s) are a result of the Ordinance for this solicitation, provide the following for informational purposes only. Response is not considered in determining the award of this contract.	N/A		
	If yes, Living Wage increased the pricing by ____% or decreased the pricing by ____%.	N/A		

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Cone of Silence Requirement Certification:				
The Cone of Silence Ordinance, Section 1-266, Broward County Code of Ordinances prohibits certain communications among Vendors, Commissioners, County staff, and Selection or Evaluation Committee members. Identify on a separate sheet any violations of this Ordinance by any members of the responding firm or its joint ventures. After the application of the Cone of Silence, inquiries regarding this solicitation should be directed to the Director of Purchasing or designee. The Cone of Silence terminates when the County Commission or other awarding authority takes action which ends the solicitation.				
The Vendor hereby certifies that: (check each box)				
The Vendor has read Cone of Silence Ordinance, Section 1-266, Broward County Code of Ordinances; and		Checked		
The Vendor understands that the Cone of Silence for this competitive solicitation shall be in effect beginning upon the appointment of the Selection or Evaluation Committee, for communication regarding this solicitation with the County Administrator, Deputy County Administrator, Assistant County Administrators, and Assistants to the County Administrator and their respective support staff or any person, including Evaluation or Selection Committee members, appointed to evaluate or recommend selection in this RFP/RLI process. For Communication with County Commissioners and Commission staff, the Cone of Silence allows communication until the initial Evaluation or Selection Committee Meeting.		Checked		
The Vendor agrees to comply with the requirements of the Cone of Silence Ordinance.		Checked		

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Drug-Free Workplace Requirements Certification:				
Section 21.31.a. of the Broward County Procurement Code requires awards of all competitive solicitations requiring Board award be made only to firms certifying the establishment of a drug free workplace program. The program must consist of:				
1.	Publishing a statement notifying its employees that the unlawful manufacture, distribution,			
2.	Establishing a continuing drug-free awareness program to inform its employees about:			
a.	The dangers of drug abuse in the workplace;			
b.	The offeror's policy of maintaining a drug-free workplace;			
c.	Any available drug counseling, rehabilitation, and employee assistance programs; and			
d.	The penalties that may be imposed upon employees for drug abuse violations occurring in the			
3.	Giving all employees engaged in performance of the contract a copy of the statement required by			
4.	Notifying all employees, in writing, of the statement required by subparagraph 1, that as a condition			
a.	Abide by the terms of the statement; and			
b.	Notify the employer in writing of the employee's conviction of, or plea of guilty or nolo contendere to,			
5.	Notifying Broward County government in writing within 10 calendar days after receiving notice under			
6.	Within 30 calendar days after receiving notice under subparagraph 4 of a conviction, taking one of the			
a.	Taking appropriate personnel action against such employee, up to and including termination; or			
b.	Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation			
7.	Making a good faith effort to maintain a drug-free workplace program through implementation of			
The Vendor hereby certifies that: (check box)				
The Vendor certifies that it has established a drug free workplace program in accordance with the above requirements.		Checked		

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Non-Collusion Certification:				
Vendor shall disclose, to their best knowledge, any Broward County officer or employee, or any relative of any such officer or employee as defined in Section 112.3135 (1) (c), Florida Statutes, who is an officer or director of, or has a material interest in, the Vendor's business, who is in a position to influence this procurement. Any Broward County officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement. Failure of a Vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the Broward County Procurement Code.				
The Vendor hereby certifies that: (select one)				
The Vendor certifies that this offer is made independently and free from collusion; or		Checked		
The Vendor is disclosing names of officers or employees who have a material interest in this procurement and is in a position to influence this procurement. Vendor must include a list of name(s), and relationship(s) with its submittal.				
Public Entities Crimes Certification:				
In accordance with Public Entity Crimes, Section 287.133, Florida Statutes, a person or affiliate placed on the convicted vendor list following a conviction for a public entity crime may not submit on a contract: to provide any goods or services; for construction or repair of a public building or public work; for leases of real property to a public entity; and may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for Category Two for a period of 36 months following the date of being placed on the convicted vendor list.				

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The Vendor hereby certifies that: (check box)				
The Vendor certifies that no person or affiliates of the Vendor are currently on the convicted vendor list and/or has not been found to commit a public entity crime, as described in the statutes.		Checked		
Scrutinized Companies List Certification:				
Any company, principals, or owners on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List is prohibited from submitting a response to a solicitation for goods or services in an amount equal to or greater than \$1 million.				
The Vendor hereby certifies that: (check each box)				
The Vendor, owners, or principals are aware of the requirements of Sections 287.135, 215.473, and 215.4275, Florida Statutes, regarding Companies on the Scrutinized Companies with Activities in Sudan List the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized		Checked		
The Vendor, owners, or principals, are eligible to participate in this solicitation and are not listed on either the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List; and		Checked		
If awarded the Contract, the Vendor, owners, or principals will immediately notify the County in writing if any of its principals are placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List.		Checked		
Authorized Signature/Name, Title, and Date		Curtis Zimmerman President 2/25/2019		