

**EXHIBIT 3**

**ACDBE/DBE FORM 1**

**SCHEDULE OF ACDBE/DBE PARTICIPATION**

NAME OF PROPOSER: \_\_\_\_\_

JAA RFP NO.: 12-28-43605

**CONTRACT: VALET PARKING SERVICES CONCESSION**

TOTAL BASE BID AMOUNT: \$ \_\_\_\_\_

INDICATE DBE TYPE OF BUSINESS BY (✓) CHECK NEXT TO NAME

- SUBCONTRACTOR 100% OF BID PRICE APPLIES TOWARDS DBE PARTICIPATION GOAL
- MANUFACTURERS 100% OF BID PRICE APPLIES TOWARDS DBE PARTICIPATION GOAL
- SUPPLIERS 60% OF BID PRICE APPLIES TOWARDS DBE PARTICIPATION GOAL
- SERVICES 100% OF BID PRICE APPLIES TOWARDS DBE PARTICIPATION GOAL

ACDBE/DBE PARTICIPATION				\$ Amount	\$ Amount	% of
			Name	MINIMUM	Applied to	Mag
			Work to Be Performed	ANNUAL	ACDBE/DBE	
				GURANTEE	Goal	
			ACDBE/DBE Participation – Total \$ Value and %			

Total ACDBE/DBE Participation and %			
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The undersigned will enter into a Formal Agreement with the ACDBE/DBE Subcontractors identified herein for work listed in this schedule conditioned upon execution of a contract with the Jacksonville Aviation Authority.

Signature \_\_\_\_\_ Title \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

NOTARY PUBLIC \_\_\_\_\_ (SEAL)

**EXHIBIT 3  
ACDBE/DBE FORM 2**

**ACDBE/DBE PARTICIPANT IDENTIFICATION AFFIDAVIT**

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

I HEREBY DECLARE AND AFFIRM THAT I AM THE \_\_\_\_\_  
(Title – Owner, President)

and duly authorized representative of \_\_\_\_\_ whose  
(Name of firm)

address is \_\_\_\_\_

I hereby declare and affirm that I am a DBE as defined by the contract documents for RFP No. 12-28-43605, and that I will provide information to document this fact. This firm is interested in quoting/bidding on the following work being procured by the Jacksonville Aviation Authority under RFP No. 12-28-43605.

Specify whether participation is as a Subcontractor, Manufacturer, etc. \_\_\_\_\_

Specify quote or bid amount \$ \_\_\_\_\_

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, AND THAT I AM AUTHORIZED ON BEHALF OF THE FIRM TO MAKE THIS AFFIDAVIT.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Affiant)

ATTACHMENT

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, the undersigned officer personally appeared \_\_\_\_\_, known to me to be the person described in the foregoing Affidavit and acknowledged that he (she) executed the same in the capacity therein stated and for the purposes therein contained.

In witness thereof, I hereunto set my hand and official seal.

(SEAL)

\_\_\_\_\_  
(Notary)

Commission Expires \_\_\_\_\_

**EXHIBIT 3  
ACDBE/DBE FORM 3**

**LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR**

TO: \_\_\_\_\_  
(Name of General Contractor Proposing)

JAA PROJECT: **VALET PARKING SERVICES CONCESSION**      RFP NO.: 12-28-43605

The undersigned intends to perform work in connection with the above Contract as:

Check One:

\_\_\_\_\_ an individual      \_\_\_\_\_ a corporation  
\_\_\_\_\_ a partnership      \_\_\_\_\_ a joint venture

The status of the undersigned is confirmed on the attached ACDBE/DBE Contractor identification Affidavit.

Specify in Detail, work items or parts thereof to be performed

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

at the following price: \$\_\_\_\_\_.

\_\_\_\_\_ (%) of the total dollar value of this subcontract will be sublet and/or awarded to non-minority Subcontractors.

The undersigned agrees to enter into a contract with you to perform the above work, if you are awarded the prime contract.

\_\_\_\_\_  
(Date)                                      \_\_\_\_\_  
(Telephone No.)                                      \_\_\_\_\_  
(Name of ACDBE/DBE Subcontractor)

\_\_\_\_\_  
(Firm Address)                                      By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(City and State)                                      Name: \_\_\_\_\_  
(Typed)

Title: \_\_\_\_\_  
(Typed)

**EXHIBIT 3  
ACDBE/DBE FORM 4**

**ACDBE/DBE UNAVAILABILITY CERTIFICATION**

I, \_\_\_\_\_, \_\_\_\_\_  
 (Name) (Title)

of \_\_\_\_\_, certify that on the dates below,

I invited the following ACDBE/DBE(s) to bid work items to be performed on JAA project: VALET PARKING SERVICES CONCESSION ; RFP No. 12-28-43605

<u>DATE OF REQUEST</u>	<u>NAME OF ACDBE/DBE</u>	<u>SPECIFY ACDBE/DBE</u>	<u>INDICATE IF SUB, MFG,ETC</u>	<u>ACDBE/DBE RESPONSE(Y/N)</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

The following submitted bids which were not acceptable:

<u>Name of ACDBE/DBE</u>	<u>Reason for Unacceptability</u>
_____	_____
_____	_____
_____	_____
_____	_____

Date: \_\_\_\_\_ By: \_\_\_\_\_  
 (Signature)

The foregoing instrument was acknowledged before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ who is personally know to me or has produced \_\_\_\_\_ as identification and who did not take an oath.

Signed: \_\_\_\_\_ (SEAL) Notary Public

**EXHIBIT 3  
ACDBE/DBE FORM 5  
MONTHLY REPORT**

DATE \_\_\_\_\_

NAME OF CONTRACTOR: \_\_\_\_\_

**JAA RFP NO: 12-28-43605**

CONTRACT: \_\_\_\_\_

BASE BID AMOUNT: \$ \_\_\_\_\_

ACDBE/DBE GOALS % \_\_\_\_\_ \$ \_\_\_\_\_ TOTAL CONTRACT \$ \_\_\_\_\_

TOTAL ACDBE/DBE CONTRACT \$ \_\_\_\_\_

NAME OF ACDBE/DBE SUBCONTRACTOR DATE	ADDRESS	TYPE OF WORK	EARNED THIS MONTH	EARNED TO
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
SUBTOTAL ALL ACDBE/DBE.....			\$ _____	\$ _____

ACDBE/DBE EARNED TO DATE DIVIDED BY TOTAL CONTRACT EARNED TO DATE \_\_\_\_\_  
% ..... %

PERCENTAGE OF OVERALL CONTRACT COMPLETE ..... %

The undersigned hereby affirms and declares that the above-listed firms were actually employed in the performance of work/services under this contract and further that each such firm earned and has been paid the stated amount for their respective efforts.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Sworn and subscribed before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_ (Seal)

NOTARY PUBLIC

NOTES:

1. Contractor shall attach to this form a typewritten explanation of any differences in ACDBE/DBE participation between this form and ACDBE/DBE Form 1 including an accounting for any changes in S/M/DBE firms employed.
2. THIS FORM MUST BE COMPLETED AND SUBMITTED WITH CONTRACTORS REQUEST FOR MONTHLY AND FINAL PAYMENTS.