



October 12, 2020

Lexington-Fayette Urban County Government  
Division of Streets and Roads  
1555 Old Frankfort Pike  
Lexington, KY 40504

Re: RFP #103-2020 Equipment Rental without Operator

Please accept the attached response for consideration of the above-referenced bid. Sunbelt Rentals, Inc. is looking forward to working with the LFUCG to provide this needed equipment. The following list details the documents included in our response:

1. Executed Proposal package
2. Sunbelt Rental's Supplier Diversity Program
3. Exceptions to Bid

Any questions with equipment or service can be addressed by Mike Fellows, Regional Government Account Manager (616) 201-6601 or [mike.fellows@sunbeltrentals.com](mailto:mike.fellows@sunbeltrentals.com), or Tyler Toncray, Sales Representative at (859) 230-6562 or [tyler.toncray@sunbeltrentals.com](mailto:tyler.toncray@sunbeltrentals.com), or Michael Green, Branch Manager at (859) 233-9531 or [pcm130@sunbeltrentals.com](mailto:pcm130@sunbeltrentals.com).

We thank you for extending Sunbelt the opportunity to submit pricing for this bid request. Please let us know if there is any further clarification or additional information that you require.

Sincerely,

*Maggie Rubio*

Maggie Rubio  
Customer Contract Facilitator  
T: 800-508-4762 F: 803-578-6850  
[contractteam@sunbeltrentals.com](mailto:contractteam@sunbeltrentals.com)

*This Affidavit must be completed before your firm can be considered for award of this contract.*

**AFFIDAVIT**

Comes the Affiant, Becky Casella, and after being first duly sworn under penalty of perjury as follows:

1. His/her name is Becky Casella and he/she is the individual submitting the bid or is the authorized representative of Sunbelt Rentals, Inc. the entity submitting the bid (hereinafter referred to as "Bidder")
2. Bidder will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the bid is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.
3. Bidder will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.
4. Bidder has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.
5. Bidder has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Bidder will not violate any provision of the campaign finance laws of the Commonwealth.
6. Bidder has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as "Ethics Act."
7. Bidder acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

Further, Affiant sayeth naught. Becky Casella

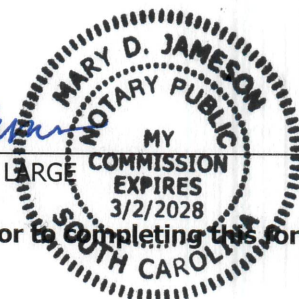
**STATE OF** South Carolina

**COUNTY OF** York

The foregoing instrument was subscribed, sworn to and acknowledged before me by Becky Casella, Customer Contract Manager on this the 12th day of October, 2020.

My Commission expires: 3/2/2028

Mary D. Jameson  
NOTARY PUBLIC, STATE AT LARGE



**Please refer to Section II, Bid Conditions, Item "U" prior to completing this form.**



# LEXINGTON

## LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # 103-2020

The MWDBE and/or veteran subcontractors listed have agreed to participate on this Bid/RFP/Quote. If any substitution is made or the total value of the work is changed prior to or after the job is in progress, it is understood that those substitutions must be submitted to Central Purchasing for approval immediately. **Failure to submit a completed form may cause rejection of the bid.**

MWDBE Company, Name, Address, Phone, Email	MBE WBE or DBE	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1. Sunbelt Rentals performs all the work necessary for the completion of the work for our customers without the need to utilize subcontractors. We have the right equipment and trained employees to complete our contracts, providing savings and efficiencies to our customers.				
2.				
3.				
4.				

The undersigned company representative submits the above list of MWDBE firms to be used in accomplishing the work contained in this Bid/RFP/Quote. Any misrepresentation may result in the termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

Sunbelt Rentals, Inc.  
Company

October 12, 2020  
Date

Becky Casella *Becky Casella*  
Company Representative

Customer Contract Manager  
Title



# LEXINGTON

## LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # 103-2020

The MWDBE and/or veteran subcontractors listed have agreed to participate on this Bid/RFP/Quote. If any substitution is made or the total value of the work is changed prior to or after the job is in progress, it is understood that those substitutions must be submitted to Central Purchasing for approval immediately. **Failure to submit a completed form may cause rejection of the bid.**

MWDBE Company, Name, Address, Phone, Email	MBE WBE or DBE	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1. Sunbelt Rentals performs all the work necessary for the completion of the work for our customers without the need to utilize subcontractors. We have the right equipment and trained employees to complete our contracts, providing savings and efficiencies to our customers.				
2.				
3.				
4.				

The undersigned company representative submits the above list of MWDBE firms to be used in accomplishing the work contained in this Bid/RFP/Quote. Any misrepresentation may result in the termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

Sunbelt Rentals, Inc.  
Company

10/12/2020  
Date

Becky Casella *Becky Casella*  
Company Representative

Customer Contract Manager  
Title



# LEXINGTON

## LFUCG MWDBE SUBSTITUTION FORM

Bid/RFP/Quote Reference # 103-2020

The substituted MWDBE and/or veteran subcontractors listed below have agreed to participate on this Bid/RFP/Quote. These substitutions were made prior to or after the job was in progress. These substitutions were made for reasons stated below and are now being submitted to Central Purchasing for approval. By the authorized signature of a representative of our company, we understand that this information will be entered into our file for this project. **Failure to submit this form may cause rejection of the bid.**

SUBSTITUTED MWDBE Company Name, Address, Phone, Email	MWDBE Formally Contracted/ Name, Address, Phone, Email	Work to Be Performed	Reason for the Substitution	Total Dollar Value of the Work	% Value of Total Contract
1. Sunbelt Rentals performs all the work necessary for the completion of the work for our customers without the need to utilize subcontractors. We have the right equipment and trained employees to complete our contracts, providing savings and efficiencies to our customers.					
2.					
3.					
4.					

The undersigned acknowledges that any misrepresentation may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

Sunbelt Rentals, Inc.  
Company

Becky Casella *Becky Casella*  
Company Representative

10/12/2020  
Date

Customer Contract Manager  
Title



**LEXINGTON**

**MWDBE QUOTE SUMMARY FORM**

Bid/RFP/Quote Reference # 103-2020

The undersigned acknowledges that the minority and/or veteran subcontractors listed on this form did submit a quote to participate on this project. Failure to submit this form may cause rejection of the bid.

Company Name Sunbelt Rentals, Inc.	Contact Person Becky Casella, Customer Contract Manager
Address/Phone/Email 2341 Deerfield Drive Fort Mill, SC 29715 (800) 508-4762 / contractteam@sunbeltrentas.com	Bid Package / Bid Date RFP #103-2020 Equipment Rental without Operators Due: October 12, 2020 at 2:00 PM

MWDBE Company Address	Contact Person	Contact Information (work phone Email, cell)	Date Contacted	Services to be performed	Method of Communication (email, phone meeting, ad, event etc)	Total dollars \$\$ Do Not Leave Blank (Attach Documentation)	MBE * AA HA AS NA Female	Veteran
Sunbelt Rentals performs all the work necessary for the completion of the work for our customers without the need to utilize subcontractors. We have the right equipment and trained employees to complete our contracts, providing savings and efficiencies to our customers.								

(MBE designation / AA=African American / HA= Hispanic American/AS = Asian American/Pacific Islander/ NA= Native American)

The undersigned acknowledges that all information is accurate. Any misrepresentation may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

Sunbelt Rentals, Inc.  
Company  
10/12/2020  
Date

Becky Casella *Becky Casella*  
Company Representative  
Customer Contract Manager  
Title



**LEXINGTON**

**LFUCG SUBCONTRACTOR MONTHLY PAYMENT REPORT**

The LFUCG has a 10% goal plan adopted by city council to increase the participation of minority and women owned businesses in the procurement process. The LFUCG also has a 3% goal plan adopted by cited council to increase the participation of veteran owned businesses in the procurement process. In order to measure that goal LFUCG will track spending with MWDBE and Veteran contractors on a monthly basis. By the signature below of an authorized company representative, you certify that the information is correct, and that each of the representations set forth below is true. Any misrepresentation may result in termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims. Please submit this form monthly to the Division of Central Purchasing/ 200 East Main Street / Room 338 / Lexington, KY 40507.

**Bid/RFP/Quote #** 103-2020

**Total Contract Amount Awarded to Prime Contractor for this Project** N/A

<b>Project Name/ Contract #</b> Equipment Rental without Operator	<b>Work Period/ From:</b>	<b>To:</b>
<b>Company Name:</b>	<b>Address:</b>	
<b>Federal Tax ID:</b>	<b>Contact Person:</b>	

Subcontractor Vendor ID (name, address, phone, email)	Description of Work	Total Subcontract Amount	% of Total Contract Awarded to Prime for this Project	Total Amount Paid for this Period	Purchase Order number for subcontractor work (please attach PO)	Scheduled Project Start Date	Scheduled Project End Date
	NOT APPLICABLE						

By the signature below of an authorized company representative, you certify that the information is correct, and that each of the representations set forth below is true. Any misrepresentations may result in the termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims.

\_\_\_\_\_  
**Company**

\_\_\_\_\_  
**Company Representative**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Title**

**LFUCG STATEMENT OF GOOD FAITH EFFORTS**  
**Bid/RFP/Quote #103-2020**

By the signature below of an authorized company representative, we certify that we have utilized the following Good Faith Efforts to obtain the maximum participation by MWDBE and Veteran-Owned business enterprises on the project and can supply the appropriate documentation.

\_\_\_\_\_ Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow MWDBE firms and Veteran-Owned businesses to participate.

\_\_\_\_\_ Included documentation of advertising in the above publications with the bidders good faith efforts package

\_\_\_\_\_ Attended LFUCG Central Purchasing Economic Inclusion Outreach event

\_\_\_\_\_ Attended pre-bid meetings that were scheduled by LFUCG to inform MWDBEs and/or Veteran-Owned Businesses of subcontracting opportunities

\_\_\_\_\_ Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms and Veteran-Owned businesses

\_\_\_\_\_ Requested a list of MWDBE and/or Veteran subcontractors or suppliers from LFUCG and showed evidence of contacting the companies on the list(s).

\_\_\_\_\_ Contacted organizations that work with MWDBE companies for assistance in finding certified MWDBE firms and Veteran-Owned businesses to work on this project. Those contacted and their responses should be a part of the bidder's good faith efforts documentation.

\_\_\_\_\_ Sent written notices, by certified mail, email or facsimile, to qualified, certified MWDBEs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.

\_\_\_\_\_ Followed up initial solicitations by contacting MWDBEs and Veteran-Owned businesses to determine their level of interest.

\_\_\_\_\_ Provided the interested MWDBE firm and/or Veteran-Owned business with adequate and timely information about the plans, specifications, and requirements of the contract.



\_\_\_\_\_ Selected portions of the work to be performed by MWDBE firms and/or Veteran-Owned businesses in order to increase the likelihood of meeting the contract goals. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MWDBE and Veteran participation, even when the prime contractor may otherwise perform these work items with its own workforce

\_\_\_\_\_ Negotiated in good faith with interested MWDBE firms and Veteran-Owned businesses not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection should be so noted in writing with a description as to why an agreement could not be reached.

\_\_\_\_\_ Included documentation of quotations received from interested MWDBE firms and Veteran-Owned businesses which were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.

\_\_\_\_\_ Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a MWDBE and/or Veteran-Owned business's quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE and Veteran goals.

\_\_\_\_\_ Made an effort to offer assistance to or refer interested MWDBE firms and Veteran-Owned businesses to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal

\_\_\_\_\_ Made efforts to expand the search for MWBE firms and Veteran-Owned businesses beyond the usual geographic boundaries.

\_\_\_\_\_ Other--any other evidence that the bidder submits which may show that the bidder has made reasonable good faith efforts to include MWDBE and Veteran participation.

Sunbelt Rentals performs all the work necessary for the completion of the work for our customers without the need to utilize subcontractors. We have the right equipment and trained employees to complete our contracts, providing savings and efficiencies to our customers.

**NOTE: Failure to submit any of the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement which is subject to approval by the MBE Liaison. Documentation of Good Faith Efforts must be submitted with the Bid, if the participation Goal is not met.**


The undersigned acknowledges that all information is accurate. Any misrepresentations may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

Sunbelt Rentals, Inc. \_\_\_\_\_

**Company**

10/12/2020 \_\_\_\_\_

**Date**

Becky Casella  \_\_\_\_\_

**Company Representative**

Customer Contract Manager \_\_\_\_\_

**Title**

## SUNBELT RENTALS SUPPLIER DIVERSITY PROGRAM

### Overview

Sunbelt Rentals, Inc. understands the importance of a diverse supply chain and seeks to promote and embrace supplier diversity throughout our organization. By partnering with small and diverse business institutions, it is our belief that we can aid in positive growth within the diverse communities in which we are located.

### Supplier Diversity Spend Categories

Sunbelt excludes certain categories of spend from our diversity reporting because they do not provide an opportunity for diverse partnership. One area of spend that has been excluded is "capital expenditures". Sunbelt defines "capital expenditures" as highly engineered, mass produced equipment which requires a substantial level of capital to manufacture and distribute. The high level of capital required to produce capital expenditure type equipment precludes diverse business concerns from being able to compete in the industry. Sunbelt has also excluded taxes, insurance, payroll, permits, travel expenses, dues and other areas of spend that allow for no diversity utilization.

**Sunbelt includes the following vendor types in our reporting goals for direct and indirect expenditures:** (1) Fuel/Gas/Lubricants, (2) Advertising/Marketing, (3) Labor/External Repairs, (4) Misc. Parts/Merch Suppliers, (5) Misc. Equipment Suppliers, (6) Office Supplies, (7) Parts, (8) Re Rentals, (9) Safety Equipment, (10) Training/Education, (11) Building Maintenance/Cleaning/Landscaping, (12) Towing/Hauling/Freight, (13) General Supplies, (14) Security/Alarms, (15) Scaffolding, (16) Coffee/Water Services, (17) Computer Software/Equipment/Supplies, (18) Tire Repair, (19) Casual Labor, (20) Legal Entities and Fees, (21)E&D Labor

### Diverse Designations

Sunbelt considers the following designations as diverse and as applicable within our program:

1. Small Business Enterprise
2. Woman Owned Business Enterprise
3. Minority Owned Business Enterprise
4. Veteran Owned Business Enterprise (inclusive of Vietnam Era Veterans)
5. Service Disabled Veteran Owned Business Enterprise
6. Disadvantage Business Enterprise
7. Small Disadvantaged Business
8. HUB Zone Business
9. SBA8(a) Program Participant

### Certification Process

As a federal contractor, Sunbelt is legally required to accept self-certifications from small and small, diverse suppliers. Sunbelt utilizes these self-certifications to capture diverse supplier data and uses this data to report to the Federal Government on an annual basis.

Sunbelt strongly encourages and accepts third party certifications from authorized certifying bodies such as the National Minority Supplier Development Council (NMSDC), Women's Business Enterprise

National Council (WBENC), The Association for Service Disabled Veterans (ASDV), The Small Business Administration (SBA) and all other applicable certifying bodies.

Additionally, Sunbelt offers assistance to any self-certified business who is interested in becoming 3<sup>rd</sup> party certified.

### **Identification of Diverse Suppliers**

Sunbelt Rentals, Inc. identifies potential diverse suppliers using the following source lists and organizations:

- Sunbelt Rentals, Inc. Supplier Database
- The US Small Business Administration
- Department of Commerce Minority Business Development Agency
- The National Minority Supplier Development Council and its affiliates
  - PRISM (formerly MBISYS)
- Charlotte Minority Economic Development Initiative (CMEDI)
  - Monthly tradeshow/matchmaking events
- Local, State, and National supplier portals

### **Program Administrators**

Name: Chad Cornwell  
Title/Position: Inventory Manager  
Address: 2341 Deerfield Drive  
City/State/Zip Code: Fort Mill, South Carolina 29715  
Telephone Number: 803-578-5535  
Fax Number: 803-578-6543  
Email Address: [chad.cornwell@sunbeltrentals.com](mailto:chad.cornwell@sunbeltrentals.com)

Name: Alston Jarman  
Title/Position: Vendor Analyst  
Address: 2341 Deerfield Drive  
City/State/Zip Code: Fort Mill, South Carolina 29715  
Telephone Number: 803-578-9276  
Fax Number: 803-578-6841  
Email Address: [alston.jarman@sunbeltrentals.com](mailto:alston.jarman@sunbeltrentals.com)

### **Good Faith Efforts Overview**

Sunbelt endeavors to make good faith efforts in its pursuit of small and diverse suppliers. Below are examples of actions Sunbelt may undertake:

1. Provide timely consideration of the potentialities of diverse business utilization in all “make-or-buy” decisions.
2. Counsel and discuss utilization opportunities with representatives of diverse business institutions.
3. Provide notice to diverse companies concerning penalties and remedies for misrepresentations of business status.
4. Develop and promote company/division policy statements that demonstrate the company’s support for awarding contracts to diversity partners.

5. Attend or arrange for the attendance of administrators at Business Opportunity Workshops, Minority Business Enterprise Seminars, Trade Fairs, etc.
6. Monitor the company's performance and make any adjustments necessary to achieve the fiscal year goals set forth.

Confidential Supplier designations are generally captured upon supplier set-up and stored in Sunbelt's internal database.

Confidential Information: Sunbelt will provide supplier data as necessary. Customer agrees that Sunbelt's supplier data is considered confidential and shall not be shared with anyone outside of your organization.

**Use of Subcontractors in regard to future rental contracts:**

Sunbelt anticipates having minimal need of subcontractors if awarded a contract for this RFP and Sunbelt does not have anticipated subcontracting spend allocation at this time.



Lexington Fayette Urban County Government

Bid/RFP/Quote Referenced #103-2020

Exceptions-Clarifications

Sunbelt Rentals respectfully requests to take exception as follows:

**Specifications:**

**Section 6.5** – Sunbelt Rentals offers customers 24/7 emergency response support to help quickly mitigate damage and loss. This is generally laid out in a separate contingency plan. Upon request Sunbelt Rentals will work with you to develop and implement an emergency response preparedness plan customized to fit your needs and budget.

**LFUCG MWDBE Participation Form** - Sunbelt Rentals performs all the work necessary for the completion of the work for our customers without the need to utilize subcontractors. We have the right equipment and trained employees to complete our contracts, providing savings and efficiencies to our customers.

**LFUCG MWDBE Substitution Form** - Sunbelt Rentals performs all the work necessary for the completion of the work for our customers without the need to utilize subcontractors. We have the right equipment and trained employees to complete our contracts, providing savings and efficiencies to our customers.

**MWDBE Quote Summary Form** — Sunbelt Rentals will not be utilizing subcontractors to complete the work necessary on this contract.


Equipment owned by Sunbelt Rentals will be made available to the City of Lexington as a service. There are no such opportunities for a commercially useful subcontracting function within this type of arrangement.

All equipment rates are quoted as day/week/month rental rates. Total Costs will be determined by the length of rental and additional fees for delivery, fuel, any surcharges and applicable taxes.

## WORKFORCE ANALYSIS FORM

Name of Organization: Sunbelt Rentals, Inc.

Categories	Total	White (Not Hispanic or Latino)		Hispanic or Latino)		Black or African-American (Not Hispanic or Latino)		Native Hawaiian and Other Pacific Islander (Not Hispanic or Latino)		Asian (Not Hispanic or Latino)		American Indian or Alaskan Native (not Hispanic or Latino)		Two or more races (Not Hispanic or Latino)		Total	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Administrators		1														1	
Professionals		1														1	
Superintendents																	
Supervisors		1				1										2	
Foremen																	
Technicians																	
Protective Service																	
Para-Professionals																	
Office/Clerical		3														3	
Skilled Craft		6				1										7	
Service/Maintenan		3														3	
<b>Total:</b>		15				2										17	

Prepared by:  Employee Relations Coord. Date: 10 / 8 / 2020  
 (Name and Title)



<b>Title</b>	<b>Job Code</b>	<b>EEO Category</b>	<b>Bid Categories</b>
Profit Center Manager	PCM	1.2 - First/Mid-Level Officials and Managers	01--Administrators
Outside Sales Representative	OSS	4 - Sales Workers	02--Professionals
Dispatcher	DISPATCH	5 - Administrative Support Workers	04--Supervisors
Service Manager	SVCE MGR	1.2 - First/Mid-Level Officials and Managers	04--Supervisors
Equipment Rental Specialist	EQRENTSP	4 - Sales Workers	09--Office/Clerical
Mechanic 1	MECHANC1	6 - Craft Workers	10--Skilled Crafts
Mechanic 2	MECHANC2	6 - Craft Workers	10--Skilled Crafts
Mechanic 3	MECHANC3	6 - Craft Workers	10--Skilled Crafts
Road Mechanic 2	ROADMECH	6 - Craft Workers	10--Skilled Crafts
Driver 2 - Roll Back or Tandem Axle Driver	DRIVER2B	7 - Operatives	11--Service/Maintenance
Yard Associate 1	YARD	8 - Laborers and Helpers	11--Service/Maintenance