

NOTICE TO RECEIVE SEALED PROPOSALS

RFP # 2021 - 01

The City of Mexico Beach will receive sealed proposals from any qualified person, company or corporation interested in constructing:

FIRE STATION POLE BARN FOR FIRE DEPARTMENT

Sealed Bids for the construction of a 60' x 30' x 12' pole barn will be received by the City of Mexico Beach.

Scope: Potential Bidders must include all labor and materials for construction and costs associated with the following scope in the bid price:

- Construction 30'x60'x12' Pole Barn
 - 8"x8" poles
 - Clear span steel trusses
 - 2"x6" purlins 24" on center
 - Install 26g metal roof (galvalume)
- Clean up & removal of all construction debris/materials created by this scope
- 30 year warranty on structure
- 20 year warranty on workmanship
- Structure must meet wind rating of 140 mph (minimum based on City of Mexico Beach local Ordinance)
- Proposal must include all permits required for construction of the pole barn itself (local, state, federal) as applicable

Exclusions: The following construction items will be performed by the City of Mexico Beach and should be excluded from bid proposals: concrete pad (pole barn floor), site grading, drives/access

Special Conditions: Due to existing site conditions/existing structures, the pole barn will require construction in two phases to allow for demolition/removal of the existing antennae tower.

Project Schedule: The completion date for this project will be 90 days for substantial completion and 105 days for final completion from the date of Notice to Proceed presented to the successful bidder. Please indicate on the sealed envelope that this is a sealed bid for **"CITY OF MEXICO BEACH FIRE STATION POLE BARN FOR FIRE DEPARTMENT"**.

Questions regarding the project must be submitted in writing to Sandy Walker, City of Mexico Beach, at s.walker@mexicobeachgov.com. All questions must be received by 5:00 p.m. CST January 25th, 2021.

A **mandatory site visit must be performed** by all prospective bidders. Prospective Bidders must make a site visit to the location of the proposed work so as to confirm the nature, scope and exact location of this project. Please contact Sandy Walker, Fire Chief Mexico Beach, at (850) 339-4514 to set up an appointment, which are available on Mondays through Fridays between the hours of 8:00 A.M. and 3:00 p.m. CST.

Bid Submittal: Bids will be received until **2:00 p.m. Central Standard Time on February 1st, 2021**. Bids may be mailed or delivered to Lindsay Hovind, City Clerk, City of Mexico Beach City Hall at 201 Paradise Path, P.O. Box 13425, Mexico Beach, Florida 32410 and will be opened and read aloud thereafter at 2:05 p.m. CST. Bids will be then be scored by City Staff based on the scoring parameters provided in the RFP. All information and submittals requested shall be in hardcopy form and included in the Proposal. Proposals shall not refer the City to electronic media such as websites in order to obtain required information or submittals.

The City of Mexico Beach reserves the right to waive informalities in any bid, to accept and/or reject any or all bids, and to accept the bid that in their judgement will be in their best interest. All bids shall remain firm for a period of ninety (90) days after the opening. The project will be awarded by the City Council at the regular scheduled meeting on February 2nd, 2021, however, the City reserves the right to withhold Notice to Proceed for up to 90 days.

All Bids must be in writing and submitted as one (1) original and Five (5) signed copies. The original response shall contain the original signature of the authorized person signing the proposal. Failure to include the original and all signed copies may be grounds for rejection of your proposal without further evaluation.

All bidders shall comply with applicable state and local laws concerning licensing registration and regulation of contractors doing business in the State of Florida. The City of Mexico Beach is an Equal Opportunity Employer.

Bid Documents: All bids must include the following documents:

- Bid Form
- Acknowledgement of Addendum(s) (if applicable)
- Proof of registration/license to perform work in the State of Florida
- Pay Schedule for Project

Selection Criteria: The City shall award the bid to the highest scoring responsive and responsible bidder. The bids will be reviewed and scored by City staff based on the following considerations:

- Bid Price (50%)
- Experience and Technical Understanding of Project, with an emphasis on reliability and quality of service or product (25%)
- References, with an emphasis on reliability and quality of service or product (25%)

The City Council will then ratify the scoring and direct staff to move forward with negotiating a contract or decline to move forward with negotiating a contract based on cost or any other reason. Alternatively, if the City Council does not agree with the scoring and ranking conducted by staff, the City Council may re-rank the proposals, but, in doing so, must state with particularity its reasons for rejecting or modifying the scoring or ranking and must make a finding that its substituted scoring or ranking is as or more reasonable than that which was conducted by staff. The City reserves the right to (1) reject any and all Proposals, (2) to waive any informality in bids received, or (3) to award the contract to a bidder other than the lowest bidder based on highest overall score. All bidders shall comply with all applicable state and local laws concerning licensing, registration, and regulations of businesses in the state of Florida.

**BID FORM
FIRE STATION POLE BARN FOR FIRE DEPARTMENT**

Bidder Information				
Name of Bidder:				
Address of Bidder:				
Contact Person			Phone Number:	
Proposal Lump Sum Total Cost				
Pole Barn Construction (Lump Sum)				\$
Description of Experience and Technical Understanding of Project (list projects of similar size/cost)				
References (list up to three)				
Name:	Phone:	Project:	Location of Project:	When work was performed:
Name:	Phone:	Project:	Location of Project:	When work was performed:
Name:	Phone:	Project:	Location of Project:	When work was performed:

Bidder has attended a mandatory pre-bid site visit (scheduled directly with the City)? Yes No

Bidder certifies that as Prime Contractor, will perform a minimum of 50% of the work on project and will subcontract less than 50% of the total project? Yes No

If intent to subcontract work, list name(s) of all subcontractors to perform work on project:

Bidder's Signature

Printed Name, Title: _____

Date