

## NOTICE OF INVITATION FOR BID

Polk County, a political subdivision of the State of Florida, is soliciting bids for the following: **BID #23-654, Driftwood Drive Drainage Improvements Project - ARP**

A **MANDATORY** pre-bid meeting will be held Tuesday, October 10, 2023, at 9:00 a.m. at the Polk County Administration Building, located at 330 W. Church Street, Procurement Conference Room 150, Bartow, FL 33830. The pre-bid meeting will also be held using the Zoom video conferencing application. Bidders may join the Zoom meeting by clicking on the meeting link:

<https://us02web.zoom.us/j/82002315224?pwd=U0pqK29DbIhRbndwbFJZTWJHRUM4dz09> and use the Zoom application. If you need assistance accessing this website due to ADA or any other reason, please email Michael Guerrero at [michaelguerrero@polk-county.net](mailto:michaelguerrero@polk-county.net). Bidders that do not have a Zoom account will be prompted to download the application to join the meeting. When prompted, enter Meeting ID: **820 0231 5224**. If you have any questions regarding the Zoom meeting, please call Michael Guerrero, Senior Procurement Analyst, at (863) 534-6716 for assistance no later than 4:00 p.m., Monday, September 18, 2023.

An authorized representative or agent of the Bidder must be present at this meeting in person or via conference call, as evidenced by their signature on the meeting's sign-in sheet. Attendance will be taken prior to the start and end of the meeting. Those attending via Zoom will be added to the sign in sheet by the Procurement office during the conference call. The Zoom phone number to call in is **(646) 558-8656** should the representative choose to call in rather than logging into Zoom through the application. When prompted, enter Meeting ID: **820 0231 5224**. If the Bidder does not sign-in or provide information before or after the meeting, the Bidder's submittal will be considered non-responsive.

Bid packages may be obtained from the Procurement Division, 330 West Church Street, Room 150, Bartow, Florida, 33830, (863) 534-6757 or downloaded from our website at <https://www.polk-county.net/procurement/bids>. Respondents must submit one (1) original copy of the bid submittal prior to 2:00 p.m. on the bid receiving date. Bids must be submitted in a "sealed" parcel. Bids will be publicly opened at 2:00 p.m. on receiving date.

To obtain a copy of the **specifications and drawings** please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is *procurevendor* and the password is *solicitation*. After you have logged in to the FTP site, double click on the file folder "**Bid 23-654, Driftwood Drive Drainage Improvements Project - ARP.zip**", select "Open" or "Save As" to download the Bid documents, drawings, and technical specifications. If you need assistance accessing this website due to ADA or any other reason, please email Michael Guerrero at [michaelguerrero@polk-county.net](mailto:michaelguerrero@polk-county.net).

Respondents must submit one (1) original copy of the bid submittal prior to 2:00 p.m. on the bid receiving date. Bids must be submitted in a "sealed" parcel. Bids will be publicly opened and read at 2:00 p.m. on receiving date.

**Scope of Work:** The work is to restore the original drainage system along the Driftwood Drive corridor. The construction cost estimate for the project is \$530,470.16.

**Qualification Requirements:** The prime contractor or subcontractors shall be on the **Current List of FDOT Prequalified Contractors** in the following work classes: Drainage; Grading; Sodding; Sidewalk; Driveways and shall have experience in completing similar projects. Liquidated Damages will be assessed at \$1694.00 per day. The contract time for this project is a total of 180 calendar days from Notice to Proceed to reach Substantial Completion.

**Receiving Date:** Prior to 2:00 pm., Wednesday, November 8, 2023, NO EXCEPTIONS

**BID OPENING:** Bidders may attend the Bid Opening via conference call by dialing (646) 558-8656 and enter Meeting ID: 327 647 2818. Vendors that want to attend in person may do so in compliance with safe COVID 19 practices. A listing of all bidders will be posted to Procurement's website as soon as possible after bid opening.

**QUESTIONS:** Questions regarding this bid should be in writing and should reference the above Bid. Submit all questions to Michael Guerrero, Sr. Procurement Analyst, via email at michaelguerrero@polk-county.net or via fax at (863) 534-6789 by 4:00 p.m. Monday October 30, 2023.

**Special Instructions:** The County hereby notifies all Bidders that Women/Minority Business Enterprise firms are to be afforded a full opportunity to participate in any bid by the County and will not be subject to discrimination on the basis of race, color, sex or national origin. It is asked that Bidders make good faith efforts to use qualified W/MBE subcontractors in preparing their bid. Bidders are encouraged to contact the Office of Supplier Diversity at (863) 534-5959 for assistance or visit our website at: <http://vendordirectory.polk-county.net/default.aspx?id=0>

**STATEMENT OF NO BID  
BID #23-654**

If submitting a "NO BID", Bidder shall return this form to the Polk County Board of County Commissioners Procurement Division, 330 West Church Street, Room 150, Bartow, Florida 33830; or fax it to (863) 534-6789.

**We have declined to bid on the above-mentioned bid for the following reasons (Please Circle all that apply):**

- |                                   |  |
|-----------------------------------|--|
| Specifications too "restrictive." | Insufficient time to respond to invitation for bid |
| Do not offer this product/service | Our schedule would not permit us to perform        |
| Unable to meet specifications     | Unable to meet bond/insurance requirements         |
| Specifications unclear            |  |
| Other (please specify): _____     |  |

Company Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Date: \_\_\_\_\_