

NOTICE OF INVITATION FOR BID

Polk County, a political subdivision of the State of Florida, is soliciting bids for the following: **BID #24-011, Inwood Elementary School Project**

A **MANDATORY** pre-bid meeting will be held Tuesday, December 19, 2023, 1:30 p.m. at the Procurement Division conference room, located at 330 W. Church St, Room 150, Bartow, FL 33830.

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 bid sheet, specifications and drawings please go the following FTP site: <ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is *procurevndor* and the password is *solicitation*. After you have logged in to the FTP site, double click on the file folder "**Bid 24-011, Inwood Elementary School project.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.

Respondents must submit one (1) original and one (1) 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: Work includes, but is not limited to, sidewalk construction including erosion control, clearing and grubbing (including tree removal), excavation, embankment, gravity wall, ADA ramps and detectable warnings, signing and pavement markings and maintenance of traffic. This project is federally funded with assistance from the Florida Department of Transportation.

The construction cost estimate for the project is \$714,915.00 and the project has 160 days to final completion.

Qualification Requirements: The prime contractor or subcontractors shall be on the **Current List of FDOT Prequalified Contractors** in the following major work classes of work: Grading; Driveways; Sidewalk; Pavement Marking; Roadway Signing.

Prime contractor must have been in business under the same name or EIN number for a minimum of 3 years.

Bidders must possess a Polk County Local Business Tax Receipt (f/k/a Business License) in order to do business with the County. A copy of such license must be provided to the Procurement Division before award is made to the successful bidder.

Contractor shall submit a reference list of at least three (3) completed projects performed as the prime contractor, with similar in size and scope, within the last five (5) years that reflects similar work performed. The list shall include: the project description, project address, current contact person, telephone number, and e-mail address. References should be submitted with the Bid or must be submitted by the successful vendor within five (5) business days of request and before award.

Percentage of Work: The prime contractor shall perform a minimum of 51% of all work contained within the scope of work as outlined in the bid documents and special conditions, with the exception of signalization. This percentage of work requirement does not include the furnishing of materials or equipment in the construction, if not installed by the primary contractor.

Receiving Date: Prior to 2:00 pm., Wednesday, January 10, 2024, 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. 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. Friday, June 2, 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 #24-011**

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):

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| 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: _____