

**CITY OF AVON PARK
INVITATION TO BID #24-07**

NOTICE IS HEREBY GIVEN that the City of Avon Park is accepting sealed bids for:

**City of Avon Park Fire Station
Hardening Project**

Sealed bids will be received, from qualified bidders, by the **City of Avon Park, Florida**, until **2:00 P.M. on Wednesday, April 17, 2024** at which time all bids received will be publicly opened and read aloud in the basement conference room at the City Hall, located at **110 E. Main Street, Avon Park, Florida 33825**.

An original and two (2) copies of all bids, and a digital copy on a flash drive in .PDF format, including all executed documents and needed attachments shall be placed in a sealed envelope, marked "24-07: SEALED BIDS FOR "City of Avon Park Fire Station Hardening" and mailed to the address of **110 E. Main Street, Avon Park, Florida 33825** prior to the bid opening date and time. Sealed proposals can be hand delivered to the address of **110 E. Main Street, Avon Park, Florida 33825** the day of the opening prior to **2:00 P.M. EST**.

Bidders must submit bids for this work on the forms provided. Other bid forms will not be accepted. Bidders must be licensed in accordance with Florida laws.

**BID TITLE: CITY OF AVON PARK
FIRE STATION HARDENING**

Project Scope:

The City of Avon Park is seeking proposals from qualified companies to provide all labor, materials, and equipment at the Avon Park Fire Station to renovate/storm harden the building. The scope of work also includes enclosing a portion of an existing open garage bay for additional interior space. See bidding documents for details.

A mandatory pre-bid conference is scheduled for **11:00 a.m. local time on Wednesday, March 27, 2024** at the **Avon Park Fire Station**, located at **98 S. Delaney Ave., Avon Park, Florida 33825**. Questions pertaining to the construction documents must be addressed to Andy Mogle, City of Avon Park, 110 E. Main Street, Avon Park, FL 33825, (amogle@avonpark.city).

The City of Avon Park shall be the sole judge of the bid and the resulting agreement that is in its best interest and its decision shall be final. All bidding and award procedures undertaken by the City in regard to this project shall be consistent with the City's adopted procurement procedures.

All persons and firms wishing to submit a bid must obtain a complete copy of the Invitation to Bid on the City's website, <https://www.avonpark.city/services/bids.rfps> or by contacting Andy Mogle, Purchasing Agent, by email at (amogle@avonpark.city). Faxed or e-mailed responses will not be accepted. Responses may be hand delivered, mailed, or delivered via courier service to the address noted above.

Contract Documents are available for examination and/or download online at <https://www.avonpark.city/rfps> or at Demand Star's website: www.demandstar.com. Demand Star's support contact e-mail is demandstar@onvia.com. Although this service is not a mandatory requirement in bidding, it is the only way to be notified automatically of solicitations and all addenda or other revisions issued during the bidding process.

Bids shall be prepared using the Project Specifications and Drawings. It is the Bidders responsibility to ascertain if any addenda have been issued, to obtain all such addenda and acknowledge the addenda with the submitted bid. All questions shall be directed to Andy Mogle, and will be accepted for addenda until **4:00 P.M. EST on April 5, 2024** in order to provide sufficient time for City to respond appropriately to addenda.

The failure of a Bidder to submit acknowledgement of any addenda that affect the bid price(s) may be considered an irregularity and may be cause for rejection of the bid. The Owner/Architect is not responsible for delivery of addenda to prospective bidders.

All persons or firms must submit a W-9 and a current Public Entity Crimes Statement with their response.

**GENERAL INFORMATION AND RE-
QUIREMENTS**

1. In accordance with Chapter 119, Florida Statutes, all bids received, and all materials contained therein, once opened are public record, and subject to disclosure to any person, organization, or firm, including other firms responding to this invitation to bid.

2. In accordance with section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid or proposal on a contract to provide any goods or services to a public entity and may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

3. The City reserves the right to accept or reject any or all bids, or part thereof, to waive any informalities or technicalities, or to award contracts in the best interest of the City. In all instances, the City's decision shall be final.

4. The City of Avon Park is exempt from taxes imposed by the State and Federal Government. Bids shall not include any taxes or fees.

5. The Contract(s) awarded under this Solicitation will be federally funded by the U.S. Department of Housing and Urban Development using Community Development Block Grant (CDBG) funds. For the best practices of the CDBG program, see Exhibit "H" for CDBG-MIT Agreement and CDBG Bid Contract Conditions including Davis-Bacon wage rates.

6. Prospective firms must submit proposals strictly in accordance with the specifications outlined in the Invitation to Bid. Each variance, if any, to the specifications shall be specifically stated in the bid.

7. Prospective firms warrant by virtue of submission of bids that all prices, terms, and conditions stated shall be honored for a period of ninety (90) days after the opening of bids. Any changes at the time an order is placed shall result in automatic disqualification of the vendor.

8. The original bid shall be signed, in blue ink, by a corporate officer, partner, or proprietor.

9. The City reserves the right to reject any or all items if in its judgment the item does not meet the needs of the City, or for any reason it deems suitable.

10. Prospective firms are hereby warned not to contact any City employee or official on matters relating to this Invitation to Bid, except as indicated herein. Any attempt to do so, or engaging in lobbying or any other activity interfering with the evaluation process may result in immediate disqualification of the vendor from any City business.

11. The performance of the City of Avon Park and its obligation to pay under this contract is contingent upon annual appropriation by the City Council of Avon Park.

12. Prospective firms quoting State of Florida contract pricing must provide the state contract number and date of expiration in their bids or proposals. Firms will be required to provide a copy of the entire contract prior to the placing of orders by the City.

13. Prospective firms hereby warrant by virtue of submission of bids that any and all terms, conditions, and requirements as stated in this document are valid, enforceable, and binding upon the selected vendor.

**SPECIFIC INFORMATION AND RE-
QUIREMENTS**

1. Answers to questions submitted about this Invitation to Bid or the Project will be provided to all known prospective bidders.

2. The selected firm may not discriminate against any employee employed in the performance of services, or against any applicant for employment because of race, religion, color, handicap, national origin, age, gender, or marital status.

3. Bids shall include all information required in the Invitation to Bid. Bidders shall use City standard forms as included in the Invitation to Bid to submit all information, or shall follow the format dictated or include the information required herein where no form is provided. Bid documents shall be arranged in order as indicated on the Bid Contents Form.

4. The City will allow the use of approved subcontractors or third parties in performing work outlined in this Invitation to Bid.

Evaluation of Bids:

The City of Avon Park shall be the sole judge of the bid and the resulting agreement that is in its best interest and its decision shall be final. All bidding and award procedures undertaken by the City in regard to this project shall be consistent with the City's adopted procurement procedures. The City reserves the right to seek clarification from prospective firms on any issue in a bid, or take any other action it feels necessary to properly evaluate the bids and construct a solution in the City's best interest.

March 15, 20, 2024