



**CITY OF PALM COAST
INVITATION TO PRE-QUALIFY
INVITATION TO BID
ITPQ-CD-CME-17-13
ITB-CD-CME-17-13**

**WASTE WATER TREATMENT PLANT NO. 1
MECHANICAL BAR SCREENS REPLACEMENT PROJECT**

SCOPE OF SERVICES: The contractor shall furnish all labor, materials, equipment, tools, supervision, and any other items required for replacement of the mechanical bar screens and corresponding system controls for Waste Water Treatment Plant No. 1. Only those contractors qualified through the Invitation to Pre-Qualify (ITPQ-CD-CME-17-13) will be allowed to participate in the Invitation to Bid (ITB-CD-CME-17-13).

CONTRACT TIME: Construction time to achieve Substantial Completion is **ninety (90)** consecutive calendar days from the date of the “Notice to Proceed,” with an additional **thirty (30)** consecutive calendar days to achieve Final Completion.

DOCUMENT, AVAILABILITY, SUBMISSION, OTHER INFORMATION: Bid/proposal documents are available at no-cost through the City’s Procurement Portal at (<https://palmcoastgov.bonfirehub.com/portal>). Bid/proposal submittals shall be received electronically through the City’s Procurement Portal by the specified time and date. No other method of submission will be allowed or considered (i.e. mailed, emailed, or hand delivered).

CONTACT: All prospective Bidders/Proposers are hereby instructed not to contact any member of the City of Palm Coast City Council, City Manager, or City of Palm Coast staff members other than the noted contact person(s) regarding this bid/request at any time prior to the bid/request having been formally presented to, and voted on by, the City Council. Any such contact shall be cause for rejection of your bid/request submittal.

QUESTIONS: Any questions concerning the intent, meaning and interpretations of the bid/proposal documents including the attached draft agreement, shall be requested in writing through the City’s Procurement Portal Web Page (<https://palmcoastgov.bonfirehub.com/portal>) at least seven (7) calendar days prior to the due date.

ADDENDA: Should revisions to the bid/proposal documents become necessary; the City shall post addenda information on the City’s Procurement Portal Web Page (<https://palmcoastgov.bonfirehub.com/portal>). All Bidders/Proposers should check the City’s Procurement Portal Web Page at least three (3) calendar days before the date fixed to verify information regarding Addenda. Failure to do so could result in rejection of the bid/proposal submittal as unresponsive. Proposer shall sign, date, and return all addenda with their bid/proposal submittal.

BID SECURITY: A certified check, cashier’s check or bid bond shall accompany each Bid if Bid amount is one-hundred thousand dollars (\$100,000) or greater. The certified check, cashier’s check or bid bond shall be for an amount not less than five percent (5%) of the Bid price and shall be made payable to the City as a guarantee that the Bidder will not withdraw his/her Bid for a period of ninety (90) days after Bid closing time.

PERFORMANCE, PAYMENT, & MATERIAL AND WORKMANSHIP BONDS: In the event the Contract is awarded to the Successful Bidder, he/she will thereafter enter into a written Agreement with the City and furnish a Payment Bond and a Performance Bond in an amount equal to the Contract Price. The Material and Workmanship Bond shall be in an amount equal to 10 percent of the Contract Price as adjusted on the Final Application for Payment. The Bidder will forfeit his/her Bid Security if he/she fails to do so. All Bonds shall be secured from or countersigned by an agency or surety company recognized in good standing and authorized to do business in the State of Florida.

PRE-QUALIFICATION DUE DATE/TIME: January 26, 2017 at 2:00 PM.

QUESTION DEADLINE: February 9, 2017 at 2:00 PM

PRE-BID DATE/TIME: Not required for this project.

BIDS DUE DATE/TIME: February 16, 2017 at 2:00 PM.

Bid submittals received after that date and time shall be disregarded and not considered.

AWARD OF CONTRACT: The City reserves the right to accept or reject any or all bids with or without cause, to waive technicalities, or to accept the Bid, which, in its judgment, best serves the interest of the City.

ADA INFORMATION: Persons with disabilities needing assistance to participate in any of the proceedings should contact the City Personnel Office ADA Coordinator at 386-986-3718 at least forty-eight (48) hours in advance of the public opening, pre-bid meeting, or any other proceeding related to this bid/proposal.

FOR PUBLICATION ON WEDNESDAY, JANUARY 11, 2017

**CITY OF PALM COAST
CENTRAL SERVICES DIVISION – PURCHASING
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