



**CITY OF PALM COAST  
INVITATION TO BID**

**RFSQ-CD-18-49  
&  
ITB-CD-18-49**

**PALM COAST CITY HALL EMERGENCY GENERATOR**

**SCOPE OF SERVICES:** The City of Palm Coast desires to furnish and install a new 1000KW 277/480V 3PH4W generator with all accessories. The project will include electrical installation, fuel piping, some demolition, regrading/preparation of the generator site, installation of a new concrete slab, furnishing and installation of the generator, a 1600A automatic transfer switch, and a free standing 5700 gallon diesel tank. The project is to be located at 160 Lake Avenue, Palm Coast, Florida 32164. This project will be partially funded by FEMA and as such shall comply with all FEMA requirements as set forth herein - Exhibits A and B. Only those Contractors qualified through the Request For Statement of Qualifications (RFSQ-CD-18-49) will be allowed to participate in the Invitation to Bid (ITB-CD-18-49). *\*NOTE: Selection of those General Contractors permitted to respond to the Invitation to Bid will be based upon both the General Contractor and their Electrical Subcontractor's qualifications provided in response to the Request for Statement of Qualifications. Therefore, your Electrical Subcontractor will also be required to fill out the qualifications forms (Attachments A through M) which the General Contractor shall submit along with its own completed qualification forms.*

**CONTRACT TIME:** Total construction time to achieve Substantial Completion is one hundred and eighty (180) 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 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 Proposer will not withdraw his/her Bid for a period of ninety (90) days after the Bid closing time.

**PERFORMANCE, PAYMENT, & MATERIAL AND WORKMANSHIP BONDS:** In the event the Contract is awarded, the Successful Proposer and will enter into a written Agreement with the City and furnish a Payment Bond and Performance Bond in an amount equal to the Contract Price. The Material and Workmanship Bond shall be in an amount equal to ten percent (10%) of the Contract Price as adjusted on the Final Application for Payment. The Proposer will forfeit their Bid Security if they fail 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.

**AWARD OF CONTRACT:** All submittals will be evaluated by City staff in accordance with the criteria set forth in the bid/proposal documents. The City reserves the right to reject all bids/submittals, to waive any formalities, and to solicit and re-advertise for new bids/proposals, or to abandon the project in its entirety.

**QUALIFICATIONS DUE DATE/TIME: SEPTEMBER 6, 2018 at 2:00 PM**

**NON-MANDATORY PRE-BID MEETING: AUGUST 23, 2018 at 11:00 AM**

**QUESTION DEADLINE: OCTOBER 4, 2018 at 2:00 PM**

**BID/PROPOSAL DEADLINE: OCTOBER 11, 2018 at 2:00 PM**

**PUBLIC OPENING:** The public opening shall take place October 11, 2018 at 2:00 PM, or shortly thereafter, at the City of Palm Coast City Hall, located at 160 Lake Avenue, Palm Coast, FL 32164.

**ADA INFORMATION:** Persons with disabilities needing assistance to participate in any of the proceedings should contact the Human Resources 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, AUGUST 8, 2018**

**CITY OF PALM COAST  
CENTRAL SERVICES DIVISION – PURCHASING  
160 LAKE AVENUE, PALM COAST, FL 32164  
[www.palmcoastgov.com](http://www.palmcoastgov.com)  
(386) 986-3730**