



**CITY OF PALM COAST
INVITATION TO BID
FOR
BACKUP POWER TO FIVE (5) PUMP STATIONS
FEMA CONTRACT # 4283-36-R**

Bid #: ITB-CD-19-37

GENERAL DESCRIPTION: The Contractor shall furnish all labor, material, equipment, tools, supervision, and any other items required for the installation/construction of five (5) standby power generators at five (5) sewage pump stations. The pump stations covered in this Contract are PS 23-1, PS 26-1, PS 28-1, PS 29-1 and PS 29-2. Other items to be bid include all electrical work required to connect the generators to the existing power, installation of an automatic transfer switch, concrete slab to support the generator and restoration of the sites.

The integration and materials for RTU/Control Panel modifications for the generator ATS status will be handled by the City of Palm Coast. The Contractor shall run signal wiring from ATS to the Mission unit. Where there is no Mission unit or there is a DFS unit, the wiring shall terminate at the ATS.

The Contractor will be required to place the pump stations on bypass during the electrical change-overs. Attached is a sheet that lists the pump stations and their respective capacity.

Please note that the Pre-Bid Meeting is MANDATORY. All bidders who intend to bid on the project MUST attend the meeting.

BID/PROPOSAL SOLICITATION DOCUMENTS: Solicitation documents are available at no-cost through the City's Procurement Portal at (<https://palmcoastgov.bonfirehub.com/portal>).

SUBMITTALS: Responses must be submitted electronically through the 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/QUESTIONS: **The City's Central Services Division is the main point of contact for this solicitation.** Specific contact information can be found in the Project Manual. Bidders/Proposers – DO NOT contact any other Palm Coast staff, nor any member of the City of Palm Coast City Council, or City Manager, regarding this solicitation 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. Any questions concerning the intent, meaning and interpretations of the solicitation documents including the draft agreement, must be requested in writing through the portal at least seven (7) calendar days prior to the due date.

ADDENDA: Should revisions to the solicitation documents become necessary; the City will post addenda on the portal. Bidders/Proposers must sign, date, and return all addenda with the bid/proposal submittals. Therefore, it is recommended that Bidders/Proposers check the portal at least three (3) calendar days before both Deadline dates below to verify information regarding addenda. Failure to do so could result in rejection of the bid/proposal submittal as unresponsive.

AWARD: All submittals will be evaluated by City staff in accordance with the criteria set forth in the solicitation documents. The City reserves the right to reject all 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 DEADLINE: April 4, 2019 at 2:00PM

QUESTION DEADLINE: April 18, 2019 AT 2:00 PM

MANDATORY PRE-BID MEETING: April 9, 2019 at 2:00 PM

BID/PROPOSAL DEADLINE: April 25, 2019 AT 2:00 PM

PUBLIC OPENING: April 25, 2019 AT 2:00 PM, or shortly thereafter, at City of Palm Coast City Hall, 160 Lake Avenue, Palm Coast, Florida 32164. Attendance **not** required.

ADA INFORMATION: Persons with disabilities needing assistance to participate in any of the proceedings should contact the City Human Resource 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, March 20, 2019

**CITY OF PALM COAST
CENTRAL SERVICES DIVISION – PURCHASING
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