



**CITY OF PALM COAST
INVITATION TO BID
FOR
SECTION F DITCH REPLACEMENT**

Bid #: ITB-CD-19-57

GENERAL DESCRIPTION: The City of Palm Coast is requesting proposals from qualified vendors. The main objective of the project shall consist of the removal and replacement of an existing concrete ditch and associated stormwater conveyance system that runs between a series of homes located within the following roads: Faith Lane, Farmbrook Lane, Fairview Lane, and Farragut Drive on the F-Section of the City of Palm Coast. The intent is to convert the existing conveyance system to one that only consists of pipes and inlets. Other construction aspects include replacement of an old stormwater control structure upstream of the run, repaving of affected roads due to the inlet and pipe removal, installation of pavement striping along Farragut Drive as a part of the resurfacing work, and installation of all temporary Maintenance of Traffic and Soil Erosion Control measures. Incidental work includes protection of: utility mains, adjacent landscaping, and existing residential structures. The contractor shall furnish all labor, material, equipment tools, supervision, and any/all other items required for the completion of this project.

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 DATE/TIME: June 6, 2019 at 2:00 PM

PRE-BID/PROPOSAL MEETING: Friday June 21, 2019 at 10:00 AM

QUESTION DEADLINE: July 3, 2019 AT 2:00 PM

BID/PROPOSAL DEADLINE: July 11, 2019 AT 2:00 PM

PUBLIC OPENING: The public opening shall take place July 11, 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, May 22, 2019

**CITY OF PALM COAST
CENTRAL SERVICES DIVISION – PURCHASING
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