



**INVITATION TO BID (ITB)
BID # FY 2016-2017-007**

**NE 14TH AVENUE ROADWAY
AND STREETScape IMPROVEMENTS**

EXHIBIT I - SCOPE OF WORK

**PREPARED BY:
CITY OF HALLANDALE BEACH
DEPARTMENT OF PUBLIC WORKS
PROCUREMENT DEPARTMENT**

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SCOPE OF WORK:

PURPOSE:

The City of Hallandale Beach is seeking sealed bids from licensed contractor(s) for the performance of roadway and streetscape improvements to NE 14th Avenue from East Hallandale Beach Boulevard to Atlantic Shores Boulevard. All work will be performed within the limits of the City of Hallandale Beach public right-of-way.

This project consist of milling and resurfacing, bus shelter installation, streetscape, and landscape, irrigation improvements, preparation and implementation of maintenance traffic plans, coordination with franchise utilities, and all else necessary for a complete and functional project as per all bid documents that meets or exceeds all requirements of the City of Hallandale Beach.

Bid Documents

This Bid is composed of the following items and Exhibits which all vendors must review prior to submittal of your firm's response.

Exhibit I – Scope of Work

Exhibit II – General Terms and Conditions, Forms and Contract

Exhibit III – Local Vendor Preference

Exhibit A – Technical Specifications and General Requirements

Exhibit B – Plans

The following Exhibits are found on the City's website at www.cohb.org/solicitations

Minimum Qualification Requirements – MQRs:

This Bid contains Minimum Qualification Requirements (MQRs) which the proposing firm **must** meet in order for the firm's response to be considered and to be evaluated.

Please read the MQRs to ensure your firm meets these requirements and thus is able to provide a response to this BID.

Firm(s) that do not comply with the outline below will be determined non-responsive and disqualified from the evaluation/bidding process and not be considered. Ensure the MQRs below are easily found and clearly addressed within your firm's response. The firm awarded the Contract will be required to maintain the Minimum Qualification Requirements during the term of the Contract and any contract renewals.

Mandatory Pre-Bid Conference

For this Bid the City is holding a mandatory pre-bid conference. The Pre-Bid Conference is held to explain in detail Exhibits I-III, which makes up the Bid for this project. Firms interested in proposing and responding to this Bid must send the appropriate person from your firm that will be responsible for preparing the response to the Bid. During this meeting, the scope of work will be explained.

The Pre-Bid Conference presents the opportunity for firms to clarify anything within the Bid and to ask questions directly to City Staff.

Bid Documents

This Bid is composed of the following items and Exhibits which all vendors must review prior to submittal of your firm's response.

Exhibit I – Scope of Work

Exhibit II – General Terms and Conditions, Forms and Contract

Exhibit III – Local Vendor Preference

Exhibit A – Technical Specifications and General Requirements

Exhibit B – Plans

The following Exhibits are found on the City's website at www.cohb.org/solicitations

Bid Award Price

The award will be to the lowest responsive responsible bidder for the Grand Total Bid seen on page 12, consisting of the Total Base Bid and Total Alternate Bid.

The City is requesting an Alternate Bid, which the City may or may not awarded based on budget availability.

Schedule

Construction Time

Construction time shall be a total 245 Calendar days from the Project Initiation Date specified in the Notice to Proceed. The 245 calendar days including weekend days and holidays.

- 200 Calendar Days for Substantial completion
- 45 Calendar Days for Final completion

Working Hours

Contractor may perform work between 7am through 11pm, seven (7) days a week, including holidays, within the 245 Calendar days from the Notice to Proceed.

Early Completion Incentive

The City is offering an incentive to the awarded contractor for early completion in the sum of One Thousand Five Hundred dollars (\$1,500) for each calendar day the scope of work is completed before the two hundred forty five (245) calendar days from the Project Initiation Date specified in the Notice to Proceed. The Early Completion Incentive will not exceed One Hundred Thousand dollars (\$100,000).

Special Requirements

1. The City requires that an English speaking supervisor be present on-site during the project at all times.
2. The Contractor shall initiate the purchasing of the bus shelters, benches, trash cans and solar pedestrian crossing sign pole assembly and illuminated lane lighting immediately after obtaining a Notice to Proceed.
3. The Contractor shall coordinate a site visit with the City's Project Manager and the City's Landscaping Supervisor to the nursery and make all arrangements to ensure that the trees are inspected and approved by the City's Project Manager prior delivering them to project area.
4. All landscaping material delivered to the site project area shall be inspected and approved by the City's Project Manager and the City's Landscaping Supervisor prior to installation.

Permits

Pursuant to Florida Statute Section 218.80, the City hereby discloses that the following licenses, permit and fees and their costs are issued by the City for construction. The licenses, permits and fees applicable to this project are within the link found below and must be obtained and/or paid by the awarded Contractor. The successful Contractor is responsible to identify and obtain all applicable licenses, permit and pay all such related fees. The costs of all licenses, permits and their respective fees applicable to this project are to be secured and paid for by the Contractor.

www.hallandalebeachfl.gov/documentcenter/view/14840

ADDITIONAL BACKGROUND INFORMATION:

The City of Hallandale Beach is a City Manager/City Commission form of government. It serves an area of approximately 4.4 square miles with a population of approximately 37,000 off –season with an increase in population to approximately 50,000 during season. The City’s fiscal year begins October 1st and ends September 30th.

MINIMUM QUALIFICATION REQUIREMENTS:

All firms responding to this Bid, in order to be eligible to respond to this Bid must demonstrate and submit with firm’s response all of the Minimum Qualification Requirements (MQRs) stated below. Ensure you read the MQRs first to ensure your firm meets these requirements and thus is able to provide a response to this Bid.

Proposing firm must meet the (MQRs) stated below in order to be eligible for firm’s submittal.

Firm must provide a section with your firm’s response labeled “Minimum Qualification Requirements” addressing all items stated below by #.

Your firm’s non-compliance to the outline below will hinder the ability to find the responses of the MQRs to the Bid and could cost your firm to be determined non-responsive and disqualified from this MQRs evaluation bidding process and not be considered. Ensure the MQRs below are easily found and clearly addressed within your firm’s response.

All firms within your response being proposed to do the work for this project must provide and meet the (MQRs)

Minimum Qualification Requirement # 1: Experience:

Firm must provide three (3) similar completed projects of the same size and scope as those requested in this Bid, that have been completed within the past five (5) years; 2012 – 2017.

Make sure your firm’s response to the MQR # 1 addresses similar projects related to the scope of work as stated in this Bid that your firm has provided/performed. The City will be looking for the provision of detailed responses to the MQR # 1 addressing your firm’s previous similar projects and experience to the scope of work as outlined in this Bid.

Your firm must provide this information on the following tables/chart:

Name of the Project # 1	
Date when Project # 1 started	
Date when Project # 1 was completed	
Name of entity for which services were provided to	
Updated contact name, phone and email for Project Manager where services were provided to	
Provide detail information about the scope of work your firm provided during this project. Such must be similar and address the scope of work as required and addressed in MQR # 1, as well as, the scope of work required and addressed in this Bid.	

Name of the Project # 2	
Date when Project # 2 started	
Date when Project # 2 was completed	
Name of entity for which services were provided to	
Updated contact name, phone and email for Project Manager where services were provided to	
Provide detail information about the scope of work your firm provided during this project. Such must be similar and address the scope of work as required and addressed in MQR # 1, as well as, the scope of work required and addressed in this Bid.	

Name of the Project # 3	
Date when Project # 3 started	
Date when Project # 3 was completed	
Name of entity for which services were provided to	
Updated contact name, phone and email for Project Manager where services were provided to	
Provide detail information about the scope of work your firm provided during this project. Such must be similar and address the scope of work as required and addressed in MQR # 1, as well as, the scope of work required and addressed in this Bid.	

Minimum Qualification Requirement # 2: Years' in Business provision of Sunbiz.

Firm must have been incorporated through Sunbiz showing a date filed or incorporation of 2012 or earlier. Firm must provide a copy of their firm's Sunbiz with their response showing a date filed of year of incorporation of 2012 or earlier.

Minimum Qualification Requirement # 3: Licenses

Proposing firm must be licensed as a General Contractor in the State of Florida. Firm must provide copies of all applicable licenses with their response.

All firm(s) named and providing work under your firm's submission must also submit all forms requested in Exhibit II.

All firms that are submitting a response to this Bid, either through Joint Venture, a Joint Collaborative Proposal, etc., must submit a single response proposal.

All proposals must be submitted in accordance with the Bid document which may be obtained online at www.cohb.org/solicitations

BID PRICE SHEETS

Vendor shall hold the unit bid prices firm throughout the Contract Period. Vendor guarantees response time necessary to have a crew return to correct unfinished or unsatisfactory services.

The City reserves the right to increase, decrease, and/or choose the items and quantities below for the project to meet its available budget using the unit prices provided below.

Proposing vendor must completely fill out each column below, unit price and total price. Not applicable or n/a is not acceptable and will cause your firm's response to be determined non-responsive and not be considered. An authorized officer per the vendor's Sunbiz must sign the bid price sheet.

The award will be to the lowest responsive responsible bidder for Grand Total Bid on page 12.

Bid Item	Description	Qty.	Unit	Unit Price	Amount
1	Mobilization and Bonds (Maximum 5% of total bid base construction price)	1	LS		
2	Testing and Maintenance of Traffic (Maximum 5% of total bid base construction price)	1	LS		
3	Environmental Protection Plan [National Pollutant Discharge Elimination System (NPDES) & stormwater pollution prevention plan (SWPPP)]	1	LS		
ROADWAY & SIDEWALK					
4	Mill Existing Roadway Pavement (1")	15,159	SY		
5	Remove & Dispose Existing Asphalt Pavement Cross Section	1,180	SY		
6	Furnish & Place 1" Asphalt Overlay Type SP-9.5	15,159	SY		
7	Furnish & Place 2" Asphalt Type SP-9.5 (Two 1" Lifts)	566	SY		
8	Furnish & Place 8" Limerock Base (LBR 100)	492	SY		
9	Furnish & Place 12" Limerock Base (LBR 100)	74	SY		
10	Furnish & Place 12" Stabilized Subgrade (LBR 40)	566	SY		
11	Furnish & Place Pavement Restoration (for driveways on west side of NE 14 Ave due to irrigation sleeveing)	469	SY		
12	Furnish & Place Pavement Restoration (for driveways on east side of NE 14 Ave and perpendicular cuts across NE 14 Ave due to irrigation sleeveing)	1,618	SY		
13	Furnish & Install FDOT Type 'A' Curb	999	LF		
14	Furnish & Install FDOT Type 'D' Curb	1,778	LF		
15	Furnish & Install FDOT Type 'F' Curb	203	LF		
16	Furnish & Install 8" Thick Header Curb (adjacent to PaveDrain and Stamped Concrete Cross Walks)	385	LF		
17	Furnish & Install Pave Drain Concrete Block Access Drive	355	SY		
18	Furnish & Install Concrete Sidewalk (6" Thick) (includes Accessible Ramps)	198	SY		
19	Furnish & Install Stamped Concrete (6" Thick) (Cross Walk- includes 6" Limerock Base and 12" Stabilized subgrade)	70	SY		
20	Furnish & Install Truncated Dome	212	SF		

21	Clear & Grade Swale	3,376	SY		
22	Furnish & Install Concrete Apron	12	EA		
23	Furnish & Install 1 1/2" Irrigation Service, Meter, and PVB	1	EA		
24	Adjust Existing Manhole/Catch Basin/Structure to Finished Grade	6	EA		
25	Adjust Existing Valve to Finished Grade	10	EA		
26	Install Bus Shelter (Brasco / Eclipse)	2	EA		
27	Furnish & Place Clean Fill	700	CY		
28	Furnish & Install Bollard	2	EA		
ROADWAY SUBTOTAL:					

PAVEMENT MARKING & SIGNAGE					
Bid Item	Description	Qty.	Unit	Unit Price	Amount
29	Remove & Dispose Existing Sign Post Assembly	6	EA		
30	Furnish & Install Sign Post Assembly (<12 SF)	28	EA		
31	Relocate Existing Sign Single Post Assembly	4	EA		
32	Furnish & Place Solid Traffic Stripe, Thermoplastic, (6") White (Includes Skips, etc.)	9,454	LF		
33	Furnish & Place Solid Traffic Stripe, Thermoplastic, (8") White	391	LF		
34	Furnish & Place Solid Traffic Stripe, Thermoplastic, (12") White	397	LF		
35	Furnish & Place Solid Traffic Stripe, Thermoplastic, (18") White	290	LF		
36	Furnish & Place Solid Traffic Stripe, Thermoplastic, (24") White	187	LF		
37	Furnish & Place Solid Traffic Stripe, Thermoplastic, (6") Yellow (Includes Double Yellow, Skips, etc.)	3,246	LF		
38	Furnish & Place Solid Traffic Stripe, Thermoplastic, (18") Yellow	55	LF		
39	Furnish & Place Turn Arrow, Thermoplastic, White	6	EA		
40	Furnish & Place Bike Lane Symbol and Arrow, Thermoplastic	13	EA		
41	Furnish & Place "Bus" Pavement Message, Thermoplastic	4	EA		
42	Furnish & Place "Only" Pavement Message, Thermoplastic	4	EA		
43	Furnish & Place Reflective Pavement Markings (RPM's)	282	EA		
44	Furnish & Install Solar Pedestrian Crossing Sign Pole Assembly and Illuminated Lane Lighting	1	LS		
PAVEMENT MARKING & SIGNAGE SUBTOTAL:					

LANDSCAPING AND IRRIGATION -(install cost includes all staking and guying, soil amendments, mulch, and plant warranty – Please see Exhibit A - Specifications)					
Bid Item	Description	Qty.	Unit	Unit Price	Amount
45	Furnish and Install Conocarpus erectus sericeus (Silver Buttonwood Tree)	24	EA		

46	Furnish and Install Lagerstromia indica 'Catawba' (Crape Myrtle Tree)	22	EA		
47	Furnish and Install Plumeria (Pink Frangipani Tree)	12	EA		
48	Furnish and Install Myrcianthes fragrans (Simpson's Stopper Tree)	41	EA		
49	Furnish and Install Adonidia merrilli (Manila Palm)	38	EA		
50	Furnish and Install Roystonea regia (Royal Palm - 10' GW)	8	EA		
51	Furnish and Install Roystonea regia (Royal Palm - 20' GW)	6	EA		
52	Furnish and Install Veitchia montgomeryana (Montgomery Palm)	34	EA		
53	Furnish and Install Carissa macrocarpa (Emerald Blanket dwarf carissa)	722	EA		
54	Furnish and Install Clusia guttifera (Small leaf clusia) 5' Ht	76	EA		
55	Furnish and Install Clusia guttifera (Small leaf clusia)	122	EA		
56	Furnish and Install Conocarpus erectus sericeus (Silver Buttonwood Shrub)	252	EA		
57	Furnish and Install Crinum augustum 'Queen Emma' (Crinum)	23	EA		
58	Furnish and Install Ficus microcarpa (Green Island Ficus)	3,011	EA		
59	Furnish and Install Hymenocallis latifolia (Spider Lily)	946	EA		
60	Furnish and Install Muhlenbergia capillaris (Pink Muhly)	689	EA		
61	Furnish and Install Zamia pumila (Coontie)	792	EA		
62	Furnish and Place Sod (St. Augustine)	1,517	SY		
63	Furnish and Install Root Barrier	1,000	LF		
64	Furnish and Install Irrigation System	1	LS		
LANDSCAPING AND IRRIGATION SUBTOTAL:					
SPECIALTY HARDSCAPE- (8 - Rest area nodes, Please see Exhibit B - Plans)					
65	Furnish and Install Concrete Pavers (includes 6" lime rock base, 12" stabilized subgrade and sand setting)	117	SY		
66	Furnish and Install 8"x12" Concrete header band	400	LF		
67	Furnish and Install Decorative Bench	12	EA		
68	Furnish and Install Decorative Trash/ Recycle Receptacle	8	EA		
69	Irrigation allowances (cap existing private irrigation line)	1	Allow	\$ 5,000	\$5,000
SPECIALTY HARDSCAPE SUBTOTAL:					
TOTAL BASE BID (1-69):					

The City may or may not award the items from the Alternate Bid.

ALTERNATE BID					
Bid Item	Description	Qty.	Unit	Unit Price	Amount
A1	Furnish & Place Green Bike Lane Paint (entire bike lane-both sides) Including mobilization and MOT	3,376	SY		
A2	Furnish & Place Green Bike Lane Paint (Transitions only) Including mobilization and MOT	753	SY		
A3	Landscape Maintenance (12 months after final completion)	1	LS		
TOTAL ALTERNATE BID:					

GRAND TOTAL BID – Total Base Bid (Items 1-69) and Total Alternate Bid (Items A1-A3)	\$
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I, _____, _____
 Name of authorized Officer per Sunbiz Title

of _____
 Name of Firm as it appears on Sunbiz

hereby attest that I have the authority to sign this notarized certification and certify that the above referenced information is true, complete and correct.

 Signature

 Print Name

CONTRACT TERMS

The submittal responses shall be valid until such time as City Commission awards a contract as a result of this Bid.

The Contract shall remain in effect provided the services rendered by the awarded firm during the contract period are satisfactory and the funding is available as appropriated on an annual basis. City reserves the right, where it may serve the City of Hallandale Beach's best interest, to request additional information or clarification from Proposers.

Notwithstanding anything to the contrary contained herein, the City of Hallandale Beach reserves the right to waive formalities in any bid and further reserves the right to take any other action that may be necessary in the best interest of the City. The City further reserves the right to reject any or all bids, with or without cause, to waive technical errors and informalities or to accept the bid which in its judgment, best serves the City of Hallandale Beach.

CONTRACT TIME

The City Project Manager will coordinate the contract start time.

A Notice to Proceed will be issued. Final Completion of the work on project must be completed within two hundred and forty five (245) calendar days from the date specified in the Notice to Proceed. The two hundred and fifty (245) calendar days include weekend days and holidays.

- two hundred (200) days for Substantial completion
- forty five (45) days final completion

The City of Hallandale Beach reserves the right to waive technicalities or irregularities in bids at its discretion or to reject any or all bids.

INSTRUCTIONS FOR SUBMITTAL OF RESPONSES

Firms are to submit responses only on a thumb drive that is searchable in adobe format (.pdf file). No hardcopy (paper) submittals nor CDs will be accepted. In order to ascertain that the Bid information provided on the thumb drive contains data that allows the reviewer to perform an "edit" "find" search function, your firm must ensure your .pdf files are enabled with this function. Firms must make sure that the thumb drive is tested for this function before submission. Do not place a password on the thumb drive. Provide one (1) thumb drive with your firm's submittal.

CONFLICT OF INTEREST

If any person from a proposing firm(s) is or has been an employee, board member, elected official(s) or an immediate family member of any such individual at the City of Hallandale Beach, please indicate the relationship in the form provided in Section II, Form's Section. Any potential conflict of interest must be disclosed and if requested, a conflict of interest opinion or waiver may be requested from the City Commission prior to entering into a contract with the City of Hallandale Beach.

REFERENCES:

References will be required as a component of due diligence to determine the capability of firms to be able to perform the requirements of the project. Your firm must send the Reference Check Form provided on Page 23-28 of Exhibit II to the number of references requested and submit with your firm's response.

Each firm responding to this Bid must provide three (3) verifiable references for project of similar scope as outlined in this Bid. Your firm must send and obtain a completed Reference Check Form as found on page 23-28 of Exhibit II for each of your firm's three (3) references. Your firm must include the completed three (3) Reference Check Forms within your firm's thumb drive.

Do not provide more or less than three (3) references.

The City will send the references provided a request for verification via email within no later than two (2) business days from receipt of bids. If verification of references is not available or unable to respond within two (2) business days from email request, the reference will not be considered valid.

Please make sure that the references listed in your firm's bid are aware they will be receiving a verification of reference email from the City of Hallandale Beach to confirm the reference which was submitted with the firm's bid.

Each firm must also list the following information for each of the references provided.

1. Name of firm-company for which work was provided.
2. Name of Reference (Project Manager) charged with managing said project.
3. Type of project. Year project started and was completed.
4. Dollar amount of project, including change orders.
5. Phone # for Reference (Project Manager).
6. Updated email address for Project Manager.

DEFINITIONS

Whenever the following terms or pronouns in place of them appears in the Bid Documents, the intent and meaning shall be interpreted as follows:

- Definitions: Whenever the following terms or pronouns in place of them appears in the Bid Documents, the intent and meaning shall be interpreted as follows:
- As Built: or record drawings are the official graphic representation of the construction project depicting the work as it was constructed.
- Base Bid Price Sheets: The final estimate, tabulation, or worksheet prepared by the Contractor in anticipation of the bid submitted, and which shall reflect the final bid price. A listing of elements, systems, items, Acceptance Testing and Training, or other subdivisions of the work, establishing a value for each, the total, of which equals the contract sum. The Base Bid Price Sheets establishes the cash flow for the Project.
- Bidder: Any individual, firm, qualified joint venture or corporation submitting a bid for this Project, acting directly or through a duly authorized representative.
- a by and, on the form provided by the City (where applicable), written through a reputable and responsible surety bond agency licensed to do business in the State of Florida and with a surety which holds a certificate of authority authorizing it to write surety bonds in Florida, with a rating by AM Best Company of “A” or better, “Class V”.
- Change Order: A written document ordering a change in the Contract Price or Contract Time or a Material Change in the Work.
- City: the City of Hallandale Beach or the City Commission, a municipal corporation of the State of Florida.
- CITY: City of Hallandale Beach, Florida, a Municipal Corporation which is a party hereto and for which this Contract is to be performed. In all respects hereunder, CITY’S performance is pursuant to CITY’S capacity as the CITY of a construction project. (In the event CITY exercises its regulatory authority as a governmental body, the exercise of such regulatory authority and the enforcement of any rules, regulations, laws and ordinances shall be deemed to have occurred pursuant to City’s regulatory authority as a governmental body and shall not be attributable in any manner to CITY as a party to this Contract.)
- City Commission: The City Commission of the City of Hallandale Beach, Florida, its successors and assigns.

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- Claim: Any invoice, statement, request, demand, lawsuit, or action under contract or otherwise, for money, extension of contract time, property, or services made to any employee, officer, or agent of the CITY, or to any Contractor, grantee, or other recipient if any portion of the money, time extension, property, or services requested or demanded was or will be issued from, or was provided by the CITY.
 - Consultant: To be determined on a project basis.
 - Contract: The part or section of the Contract Documents addressing some of the rights and duties of the parties hereto, including but not limited to contract time and liquidated damages, and the General Conditions of the Contract.
 - City's Contract Administrator/Project Manager: The City Engineer or Designee expressly designated as City's Contract Administrator/Project Manager in writing by the Director of Public Works.
 - Contract Documents: The Bid Documents including drawings (plans) and specifications, the Notice for Bids, Addenda, if any, to the Bid Project Document, the Bid Tender Form, the record of the award by the City, the Performance Bond and Payment Bond, the Notice of Award, the Notice to Proceed, the Notice to Proceed with the Work, the Purchase Order, Change Orders, Field Orders, Supplemental Instructions, and any additional documents the submission of which is required by this Bid Documents and the Contract are the documents which are collectively referred to as the Contract Documents.
 - Contract Price: The original amount established in the bid submittal and award by the City, as may be amended by Change Order.
 - Contract Time: The original time between commencement and completion, including any milestone dates thereof, established in Article 2 of the Contract, as may be amended by Change Order.
 - Contractor: The person, firm, qualified joint venture, or corporation with whom the City of Hallandale Beach has contracted and who is responsible for the acceptable performance of the Work and for the payment of all legal debts pertaining to the Work. All references in the Contract Documents to third parties under contract or control of Contractor shall be deemed to be a reference to Contractor.
 - Early Completion Incentive: An amount paid by the City to the Contractor in the sum of One Thousand Five Hundred dollars (\$1,500) for each calendar day the scope of work is complete before the two hundred forty five (245) calendar days from the Project Initiation Date specified in the Notice to Proceed. The Early Completion Incentive will not exceed One Hundred Thousand dollars (\$100,000).

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- Final Completion: The date certified by CITY ENGINEER that any documents and all required by the Contract Documents have been received by CITY ENGINEER; any other documents required to be provided by Contractor have been received by CITY ENGINEER; and to the best of CITY ENGINEER's knowledge, information and belief the Work defined herein has been fully completed in accordance with the terms and conditions of the Contract Documents.
 - Notice to Proceed: Written notice to Contractor authorizing the commencement of work as provided for by the Contract.
 - Plans and/or Drawings: The official graphic representations of this Project, which are a part of the Bid Documents.
 - Project: The construction project described in the Contract Documents, including the Work described therein.
 - Project Initiation Date: The date upon which the Contract Time commences.
 - SubContractor: A person, firm, qualified joint venture, or corporation having a direct contract with CONTRACTOR including one who furnishes material systems, or assemblies worked to a special design according to the Contract Documents, but does not include one who merely furnishes Materials not so worked.
 - Substantial Completion: The date certified by CITY ENGINEER when all the Work is sufficiently complete in accordance with the Contract Documents so the Project is available for beneficial occupancy by CITY.
 - Surety: The surety company or person which is bound by the performance bond and payment bond with and for Contractor who is primarily liable, and which surety company or person is responsible for Contractor's satisfactory performance of the work under the contract and for the payment of all debts pertaining thereto in accordance with Section 255.05, Florida Statutes.
 - Work: The construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by Contractor to fulfill Contractor's obligations. The Work may constitute the whole or a part of the Project

SUBMITTAL DUE DATE:

RESPONSES ARE DUE: JULY 6, 2017 BY NO LATER THAN 11:00 A.M.

RESPONSES MUST BE SUBMITTED IN A SEALED ENVELOPE AND MUST BE MAILED OR HAND DELIVERED TO THE ADDRESS IN THE BOX BELOW. SEALED ENVELOPES MUST BE LABELED AS FOLLOWS:

CITY OF HALLANDALE BEACH
Your Firms Name Here
CITY CLERK'S DEPARTMENT – EXECUTIVE OFFICES
400 SOUTH FEDERAL HIGHWAY – 2ND FLOOR
HALLANDALE BEACH, FL 33009
TITLED: BID # FY 2016-2017-007
NE 14TH AVENUE ROADWAY AND STREETScape IMPROVEMENTS

LATE PROPOSALS WILL NOT BE ACCEPTED

MANDATORY PRE-BID CONFERENCE:

A representative from your firm must attend this pre-bid conference and sign in on behalf of your firm. This meeting is held to explain in detail Exhibits I-III and all exhibits which makes up the Bid for this project. Firms interested in proposing and responding to this Bid must send the appropriate person from your firm that will be responsible for preparing the response to the Bid. During this meeting the scope of work will be explained. The Mandatory Pre-Bid Conference presents the opportunity for firms to clarify anything within the Bid and to ask questions directly to City Staff.

Mandatory Pre-Bid Conference is being held **June 15, 2017 at 11 a.m.**, City Hall - City Commission Chambers, 400 S. Federal Highway, Hallandale Beach, FL 33009.

This meeting will be recorded and available as a public record if requested.

LAST DAY FOR QUESTIONS:

Any questions are to be submitted via email to tcamaj@cohb.org no later than **June 19, 2017 BY NO LATER THAN 11:00 A.M.**

Answers to questions received before the deadline will be released via addendum.

10% BID BOND

As per Procurement Code Section 23-12 (2) Security Bonds: Each proposer must provide with the submission a Proposal Guarantee/Bond in the form of a Certified Check, or Cashier's Check, or Bid Bond in the amount of ten percent (10%) payable to the City of Hallandale Beach. These funds are not cashed. These funds are retained guaranteeing the firm submitting the proposal will not withdraw the proposal for such period of time as the Commission provides a Resolution for award of contract. Per Procurement Code Section 23-3, if firm withdraws the proposal, or awarded firm does not furnish bonds as required, and does not accept a contract that is awarded, the Proposal Guarantee Bond is forfeited.

PERFORMANCE AND LABOR MATERIALS PAYMENT BOND:

A Performance and Labor Materials Payment Bond in an amount equal to one Hundred (100%) percent of total Contract amount awarded must be submitted by the Awarded Contractor within fifteen (15) days after receipt of Notification of Award. The Notification of Award is the day Commission meeting is held to award the contract. The Procurement Department will notify the awarded firm of this date via a letter. A Performance and Labor Materials Payment Bond must be provided in an amount equal to 100% of the Contract price issued by a surety company licensed to do business in the State of Florida. (F.S. 255.05). On approval of any Contract change increasing the Contract price, Contractor shall ensure that the performance bond and payment bond are increased so that each reflects the total Contract price as increased. The performance and payment bond must be recorded with Broward County prior to submitting to the City.

QUESTIONS REGARDING BID

For information pertaining to this Bid, contact Tom Camaj at the Procurement Department (954) 457-1374 or via email tcamaj@cohb.org. Such contact shall be for clarification purposes only. Changes, if any, to the scope of the services or proposal procedures will be transmitted only by written addendum. City's website, www.cohb.org/solicitations.

FIRMS ARE RESPONSIBLE TO CHECK THE CITY'S WEBSITE PRIOR TO SUBMITTING A RESPONSE TO ENSURE THAT THE BIDDER HAS A COMPLETE BID PACKAGE, INCLUDING ANY ADDENDUM.

TENTATIVE SCHEDULE

THE DATES SHOWN BELOW ARE TENTATIVE AND ARE NOT BINDING AND MAY BE SUBJECT TO CHANGE.

BID DOCUMENT ADVERTISED AND RELEASED	JUNE 8 , 2017
MANDATORY PRE-BID CONFERENCE AND SITE VISIT	JUNE 15, 2017 AT 11AM
QUESTIONS	ALL QUESTIONS MUST BE EMAILED BY NO LATER THAN JUNE 19, 2017 BY NO LATER THAN 11 AM
BID DEADLINE FOR RECEIPT OF PROPOSALS	<u>JULY 6, 2017</u> <u>BY NO LATER THAN 11 AM</u>
CONTRACT AWARD BY CITY COMMISSION	TO BE DETERMINED
PROJECT START DATE –NOTICE TO PROCEED	WITHIN 15 CALENDAR DAYS FROM EXECUTION OF CONTRACT

LIST OF ADMINISTRATORS AND DEPARTMENT LIAISONS

1.	CITY MANAGER
	Roger M. Carlton, City Manager
	400 S. Federal Highway
	Hallandale Beach, Florida 33009
	(954) 457-1300
2.	PROJECT MANAGER
	Mariana Pitiriciu, Assistant Director of Public Works / City Engineer
	630 NW 2 Street
	Hallandale Beach, Florida 33009
	(954) 457-3042
3.	Steven Parkinson, Assistant City Manager/ Public Works Director
	630 NW 2 Street
	Hallandale Beach, FL 33009
	(954) 457-1611
4.	PROCUREMENT DIRECTOR
	Andrea Lues
	400 S. Federal Highway
	Hallandale Beach, Florida 33009
	(954) 457-1332
	CONTRACTS COORDINATOR
5.	Tom Camaj
	400 S. Federal Highway
	Hallandale Beach, Florida 33009
	(954) 457-1374
	PROCUREMENT SPECIALIST
6.	Joann Wiggins
	400 S. Federal Highway
	Hallandale Beach, Florida 33009
	(954) 457-1331
	PROCUREMENT SPECIALIST
7.	Carolyn Allen-Smith
	400 S. Federal Highway
	Hallandale Beach, Florida 33009
	(954) 457-3073