



TOWN OF MEDLEY, FLORIDA

7777 N.W. 72nd Avenue, Medley, Florida 33166

Tel: 305-887-9541, Fax: 305-882-1491

www.townofmedley.com

INVITATION TO BID

ALL INTERESTED PARTIES:

Notice is hereby given that the Town of Medley, Florida, hereinafter referred to as the Town, will receive sealed Bids at the Town Clerk's office at the Medley Municipal Services Facility, 7777 N.W. 72nd Avenue, Medley, Florida 33166, for:

CONSTRUCTION OF:

**Emergency Repair Sanitary Sewer Project
Project No. WS-0142**

The Contractor must furnish all supervision, labor, materials, tools, equipment, and perform all operations required to perform the Emergency Repair of Sanitary Sewer in accordance with the Contract Documents and as described in the Construction Sketches.

Work includes, but is not limited to, the Emergency Repair of Sanitary Sewer as per the bid sketches, including all labor, supervision, material, tools, and equipment.

Contractor shall be responsible for complying with the requirements of all regulatory agencies and applicable laws; coordination with all impacted utility owners; and complying with the requirements of Miami-Dade County and the Town of Medley.

Sealed Bids must be received and time stamped by the Town Clerk, either by mail or hand delivery, no later than 3:00 p.m. local time on October 10th, 2019. A public opening will take place at or before 3:00 p.m. at the Council Chambers at the Medley Municipal Services Facility, 7777 N.W. 72nd Avenue, Medley, Florida 33166 on the same date. Any Bids received after 3:00 p.m. local time on said date will not be accepted under any circumstances and will be returned to the Bidder unopened. The stated time and date is solely and strictly the responsibility of the Bidder. The Town is not responsible for delays caused by mail, courier service, including United States Mail, or any other occurrence. Any uncertainty regarding the time a Bid is received will be resolved against the Bidder.

Bidders may inspect the applicable Bid requirements, drawings, specifications, and other contract documents at the office of the Town Clerk at the Medley Municipal Services Facility, 7777 N.W. 72nd Avenue, Medley, Florida 33166.

Copies of the RFP, Registered Plan Holder Information form and all other solicitation related documents will **only** be made available on Town of Medley under "Open Bid Invitation" at www.townofmedley.com. All related questions regarding the RFP should be addressed to bidinfo@townofmedley.com. All

interested plan holders MUST be registered on Vendor Registry at www.vendorregistry.com prior to submittal of any RFIs.

The Successful Bidder will also be required to furnish Performance and Payment Bonds, each in the amount of one hundred percent (100%) of the Contract amount.

The Town reserves the right to reject any or all Bids, to re-advertise for Bids or take such other actions as the Town Council may deem to be in the best interests of the Town.

The Town of Medley is an Equal Opportunity Employer and encourages the participation of Disadvantaged Business Enterprises (DBE) and Minority Business Enterprises (MBE).

Pursuant to subsection (t) "Cone of Silence" of Section 2-11.1 "Conflict of Interest and Code of Ethics Ordinance" of Miami Dade County, public notice is hereby given that a "Cone of Silence" is imposed concerning this solicitation. The "Cone of Silence" prohibits communications concerning RFP's, RFQ's or Bids, until such time as the Town Engineer on behalf of the selection committee makes a written recommendation to the Town Council concerning the solicitation.

Failure to comply with the "Cone of Silence" may result in the rejection of a Response. For additional information concerning the "Cone of Silence" please refer to Section 2-11.1 of Miami Dade County Code.

This Notice of Bid Invitation dated at Medley, Florida this 16th day of September, 2019.

Victoria Martinez, CMC, Town of Medley Clerk



TOWN OF MEDLEY, FLORIDA

7777 N.W. 72nd Avenue, Medley, Florida 33166

Tel: 305-887-9541, Fax: 305-882-1491

www.townofmedley.com

BIDDER ACKNOWLEDGMENT OF REQUEST FOR PROPOSAL AND GENERAL CONDITIONS

SUBMIT BID TO: TOWN CLERK
TOWN OF MEDLEY, FLORIDA
7777 N.W. 72nd AVENUE
MEDLEY, FLORIDA 33166

THE FOLLOWING INSTRUCTIONS TO BIDDERS ARE STANDARD FOR ALL BIDS FOR COMMODITIES AND SERVICES ISSUED BY THE TOWN OF MEDLEY. THE TOWN MAY DELETE, SUPERSEDE OR MODIFY ANY STANDARD INSTRUCTIONS FOR A PARTICULAR CONTRACT BY INDICATING SUCH CHANGE IN SPECIAL INSTRUCTIONS TO BIDDERS OR IN THE BID SHEETS. ANY AND ALL SPECIAL CONDITIONS THAT MAY VARY FROM THE GENERAL CONDITIONS SHALL HAVE PRECEDENCE. BIDDER AGREES THAT THE PROVISIONS INCLUDED WITHIN THIS INVITATION FOR BID SHALL PREVAIL OVER ANY CONFLICTING PROVISION WITHIN ANY STANDARD FORM CONTRACT OF THE BIDDER REGARDLESS OF ANY LANGUAGE IN BIDDER'S CONTRACT TO THE CONTRARY.

BIDDER ACKNOWLEDGMENT MUST BE SIGNED AND RETURNED WITH YOUR BID

SEALED BIDS: This form must be executed and submitted with all Bid sheets in a sealed envelope. The face of the envelope shall contain the above address, the date and time of Bid opening and Bid number. Bids not submitted on attached Bid Form may be rejected. All Bids are subjected to the conditions specified herein. Those which do not comply with these conditions are subject to rejection.

BID TITLE: Emergency Repair Sanitary Sewer Project

BID No. (ITB): 2019-013

BIDS WILL BE OPENED 3:00 P.M. (EST), October 10th, 2019 and may not be withdrawn during the 90 calendar days following such date and time.

CORRECT LEGALNAME OF BIDDER

(SIGNATURE OF BIDDER'S AUTHORIZED AGENT)

TITLE: _____

TYPED/PRINTED NAME OF
AUTHORIZED AGENT: _____

ADDRESS: _____

PHONE NO.: _____

FEDERAL ID NUMBER OR SOCIAL SECURITY NUMBER OF BIDDER: _____

I certify that this Bid acknowledgement is made without prior understanding, Agreement or connection with any corporation, firm or person submitting a Bid for the same commodities/services, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this Bid and certify that I am authorized to sign this Bid for the Bidder. By signature on this form, Bidder acknowledges and accepts without limitation, pages 1 through 15 inclusive of the Request for Proposal as well as any special instructions if applicable.

DATE: _____



TOWN OF MEDLEY, FLORIDA

7777 N.W. 72nd Avenue, Medley, Florida 33166

Tel: 305-887-9541, Fax: 305-882-1491

www.townofmedley.com

SCHEDULE OF EVENTS

Below is the current schedule of the events that will take place in the procurement process for Emergency Repair Sanitary Sewer Project. The Town reserves the right to make changes or alterations to the schedule as the Town determines is in the best interests of the public. Bidders will be notified sufficiently in advance of any changes or alterations in the schedule. Unless otherwise notified in writing by the Town, the dates indicated below for submission of items or for other actions on the part of a Bidder shall constitute absolute deadlines for those activities and failure to fully comply by the time stated shall cause a Bidder to be disqualified.

Date	Event
September 16, 2019	Advertisement for Emergency Repair Sanitary Sewer Project. Copies of the RFP, Registered Plan Holder Information form and all other solicitation related documents will only be made available on Town of Medley under "Open Bid Invitation" at www.townofmedley.com .
October 1, 2019	10:00 AM, Non-Mandatory Pre-bid meeting at: 10776 NW South River Drive Medley, Florida 33178.
October 6, 2019	Last day opportunity for questions by emailing bidinfo@townofmedley.com , no later than 3:00 PM local time.
October 10, 2019	Bid Documents Submittal due into Town Clerk Office, no later than 3:00 PM local time. Opening of Bids at 3:00 PM.
October 14, 2019	Technical Review Committee Meeting and Recommendation of Award.
November 4, 2019	Council Public Meeting to review and confirm Award Recommendation 7:30 pm local time.
November 7, 2019	Notice of Award Given to Contractor
December 3, 2019	Contract Documents Execution
December 10, 2019	Notice to Proceed Issued to Contractor
105 Calendar Days	Contract Time
March 9, 2020	Substantial Completion (90 Calendar Days)
March 24, 2020	Final Completion (105 Calendar Days)