

Village of Palmetto Bay
REQUEST FOR PROPOSALS (RFP)

VALET PARKING SERVICES
No. 1617-12-001

The Village of Palmetto Bay is currently soliciting proposals from qualified companies to provide parking services during specific and assigned events at the Village parks and the Thalatta Estate Park. These services are to be provided with certain performance measures defined by this RFP.

Sealed proposals will be received by the Village Clerk at, 9705 E. Hibiscus Street, Municipal Building, Palmetto By, Florida 33157, **no later than 3:00 p.m. on or before Thursday, November 17th, 2016** at which they will be publicly opened and announced. **A pre-bid meeting will take place on the Village Thalatta Estate Park on Thursday, October 27th 2016 (17301 Old Cutler Road, Palmetto Bay, FL 33157) at 10:00 am.** Site visits to the park locations will be conducted at the conclusion of the pre-proposal conference.

To be considered, all interested parties must request a copy of the bid document(s) which can be downloaded off our website <http://www.palmettobay-fl.gov> under Bids and RFP's. Please submit an original, five (5) copies and a CD or flash drive containing a copy of the entire original submission in one (1) sealed package titled **"Valet Parking Services RFP # 1617-12-001"**. The respondent shall bear all costs associated with the preparation and submission of the response to the solicitation. If you have any questions, please contact the Procurement Specialist, Litsy C. Pittser at LPittser@palmettobay-fl.gov or 305-259-1234.

The Village reserves the right to reject any and all proposals, to terminate the process at any time (and recommence it at a later time from the beginning), to waive any informalities or irregularities in any submittal, to award in whole or in part to one or more respondents or take any other such actions that may be deemed in the best interest of the Village. Interested, qualified Companies can obtain information by contacting the Village of Palmetto Bay, Procurement Specialist at LPittser@palmettobay-fl.gov.