



**Hallandale Beach**  
PROGRESS. INNOVATION. OPPORTUNITY.

**INVITATION TO BID (ITB)  
(BID) # FY 2014-2015-017**

**PREQUALIFIED GENERAL CONTRACTORS ONLY  
CONSTRUCTION OF MAIN FIRE STATION**

**EXHIBIT I SCOPE OF WORK**

**PREPARED BY:  
CITY OF HALLANDALE BEACH  
CITY MANAGER AND  
PROCUREMENT DEPARTMENT**

<b>TABLE OF CONTENT</b>	
<b>EXHIBIT I</b>	<b>PAGE</b>
<b>COVER PAGE</b>	<b>1</b>
<b>TABLE OF CONTENT</b>	<b>2-3</b>
<b>INTRODUCTION INFORMATION</b>	<b>4</b>
<b>PROJECT BACKGROUND</b>	<b>4</b>
<b>MINIMUM QUALIFICATION REQUIREMENTS</b>	<b>5</b>
<b>EXAMINATION OF CONTRACT DOCUMENTS AND SITE</b>	<b>5</b>
<b>REJECTION OF IRREGULAR BIDS</b>	<b>5</b>
<b>PERMITS</b>	<b>5</b>
<b>INSTRUCTION FOR SUBMITTAL OF RESPONSE</b>	<b>6</b>
<b>SPECIFICATIONS PACKAGE AND DESIGN DRAWINGS</b>	<b>6</b>
<b>BID PRICE SHEET FORM</b>	<b>7-8</b>
<b>PROPOSAL SHEET BREAK DOWN</b>	<b>9-11</b>
<b>CONTRACT TIME</b>	<b>12</b>
<b>CONTRACT TERMS</b>	<b>12</b>
<b>METHOD OF PAYMENT TERMS</b>	<b>13</b>
<b>CONFLICT OF INTEREST</b>	<b>13</b>
<b>DEFINITIONS</b>	<b>14-17</b>
<b>SUBMITTAL DUE DATE</b>	<b>18</b>
<b>LAST DAY FOR QUESTIONS</b>	<b>18</b>
<b>MANDATORY PRE-BID CONFERENCE</b>	<b>18</b>
<b>BID BOND</b>	<b>19</b>
<b>PERFORMANCE AND LABOR MATERIAL PAYMENT BOND</b>	<b>19</b>
<b>BUDGET/FUNDING AVAILABLE FOR THIS PROJECT</b>	<b>19</b>
<b>INSURANCE REQUIREMENTS</b>	<b>19</b>
<b>TENTATIVE SCHEDULE</b>	<b>20</b>
<b>LIST OF CITY ADMINISTRATORS</b>	<b>21</b>
<b>QUESTIONS</b>	<b>22</b>
<b>EXHIBIT II</b>	
<b>COVER PAGE</b>	<b>1</b>
<b>GENERAL TERMS AND CONDITIONS</b>	<b>2-13</b>
<b>FORMS</b>	<b>14-23</b>
<b>CONTRACT AGREEMENT</b>	<b>24-89</b>
<b>INSURANCE REQUIREMENTS</b>	

---

<b>EXHIBIT III LOCAL VENDOR PREFERENCE QUALIFICATIONS &amp; COMMUNITY BENEFIT PLAN</b>	
<b>COVER PAGE</b>	<b>1</b>
<b>LOCAL VENDOR PREFERENCE QUALIFICATIONS</b>	<b>2-6</b>
<b>COMMUNITY BENEFIT PLAN</b>	<b>7-8</b>
<b>PROJECT SPECIFICATIONS</b>	<b>EXHIBIT A</b>

---

## INTRODUCTION / INFORMATION

### **PROJECT BACKGROUND**

This project consists of an approximately 25,000 square, foot two story Fire Station and Emergency Operation Center, with four (4) double apparatus bays. The facility will have adequate living space for a minimum of ten (10) on duty firefighters, including living, cooking, sleeping, teaching and training space. The building will also include the administrative offices, emergency operation center, meeting and training space, as well as, potentially a City wide camera monitoring room. All necessary accommodations for emergency activation events.

The Fire Station Site will be located on 111 Foster Road. The existing site is a 1.31 Acre vacant lot located in the Northwest quadrant of the City.

The building shall be constructed to provide critical infrastructure and shall achieve a minimum of the U.S. Green Building Council Silver LEED (Leadership in Energy and Environmental Design) Certification.

In accordance with Chapter 23, Section 23-4, Procurement Code the City of Hallandale Beach, the City released RFQ # FY2014-2015-004 for General Contractors Prequalification for the Construction of the Main Fire Station, 111 Foster Road, City of Hallandale Beach, FL 33009, on December 23, 2014.

Pursuant to City Resolution 2015-37 the City has prequalified the following General Contractors as eligible and able to submit responses for this project. The three (3) highest ranked firms awarded by the City of Hallandale Beach, City Commission on May 20, 2015 for this project are the only firms that can provide a response to this Bid are:

1. Link Construction Group, Inc.,
2. Kaufman Lynn Construction, Inc.,
3. West Construction, Inc.,

---

## MINIMUM QUALIFICATION REQUIREMENTS:

The Prequalified General Contractors will be required to maintain the Minimum Qualification Requirements (MQRs) outlined in RFQ # FY2014-2015-004 pages 3-4, until the project is completed and certificate of occupancy provided by the Building Division.

Pursuant to City Commission directive on June 17, 2015, a minimum of a twenty percent (20%) Community Benefit Plan is required for this project. This means that 20% of the total construction dollars of the project must be met by use of local (Hallandale Beach) workforce utilization and/or Hallandale Beach Vendor Utilization. The Community Benefit Plan shall be integrated within the bid tabulation amounts and should be fulfilled as per Exhibit III Local Vendor Preference Qualifications and Community Benefit Plan.

## EXAMINATION OF CONTRACT DOCUMENTS AND SITE

The Bidder is required to carefully examine the site of the work and the Contract Documents for the work. It will be assumed that the Bidder has investigated and is fully informed as to the requirements of the Contract Documents, laws, ordinances, codes and any other factors which may affect the performance of the work. Failure to be so informed will not relieve a successful Bidder of his obligation to furnish all material, equipment and labor necessary to carry out the provision of the Contract Documents and to complete the contemplated work for the consideration set forth in his Bid.

## REJECTION OF IRREGULAR BIDS

Bids will be considered irregular and may be rejected if they show omissions, alterations of form, additions not called for, conditions, limitations, unauthorized alternate Bids or other irregularities of any kind.

## PERMITS

The Contractor and Subcontractors must obtain Building Permits required for all work covered under the Contract as well as any other permit required by any other regulatory agency. The Building Permit required by the City shall be obtained by the Contractor but paid for by the City. Any and all other permits required by the City, County, State of Florida, or any other regulatory agency shall be obtained for by the Contractor. The City shall reimburse Contractor for all permit fees as per contract documents.

---

## **INSTRUCTIONS FOR SUBMITTAL OF RESPONSES**

Provide three (3) thumb drives and one (1) original hardcopy paper with your firm's submittal. Firms are to submit responses on a thumb drive that is searchable in adobe format. No submittals on CDs will be accepted. In order to ascertain that the proposal information provided on the thumb drive contains data that allows the reviewer to perform an "edit" "find" search your firm must test each thumb drive before it is submitted. **Firms must make sure that the thumb drive is tested before submission. Do not place password on the thumb drives.**

## **SPECIFICATIONS PACKAGE AND PROJECT DESIGN DRAWINGS**

Each Bidder will be made available up to two (2) sets of printed construction drawings and CD (Compact Disk Recordable Drive) containing digital construction drawings and Specifications which are attached as Exhibit A. Each set of one (1) construction drawings is available for a charge of \$175.00. Each CD (Compact Disk Recordable Drive) is available for a charge of \$30.00. Charges are non-refundable payable by cash, money order, or cashier's check payable to City of Hallandale Beach. No additional sets will be available.

Submittals not based upon these Drawings and Specifications, or not properly completed and signed by the Bidder, will not be considered.

**Please contact the Procurement Department prior to coming to pick-up and to obtain drawings and solicitation documents at the address below:**

**PROCUREMENT DEPARTMENT  
TELEPHONE NUMBER: 954 457-1333  
400 SOUTH FEDERAL HIGHWAY – 2ND FLOOR  
HALLANDALE BEACH, FL 33009**

**All proposals must be submitted in accordance with the Bid document which may be obtained online at [www.cohb.org/bidnotifications](http://www.cohb.org/bidnotifications).**

The City of Hallandale Beach reserves the right to waive technicalities or irregularities in Bids as it discretion or to reject any or all Bids.

**BID PRICE SHEET FORM**

**Project No.: 12221**

**Project Name: Main Fire Station**

**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**

If this Proposal is accepted, the undersigned Bidder agrees to complete all work under this contract within 480 calendar days following the issuance of the Notice to Proceed. All entries on this form must be typed or written in block form in ink.

**TOTAL CONTRACT AMOUNT**

ITEM NO.	DESCRIPTION	UNIT	MEASURE	UNIT PRICE	TOTAL
	<b>FIRE STATION AND EMERGENCY OPERATIONS CENTER AS PER PROJECT SPECIFICATIONS</b>				
1	Overhead, General Conditions, Profit, etc. not included in the categories below.		LS	\$	\$
2	Construction (See Proposal Sheet Breakdown Pages 9-11 Items 1-17)		LS	\$	\$
3	Owner's Contingency Other Items Required 10%		LS	\$	\$
	TOTAL CONTRACT PRICE FOR COMPLETED PROJECT			\$	\$
	<b>Community Benefit Plan Percent Commitment – must be a minimum of 20%</b>				%

**TOTAL CONTRACT PRICE DOLLARS IN WRITING**

**TOTAL PERCENTAGE % COMMUNITY BENEFIT PLAN (CBP) IN WRITING**

**TOTAL CONTRACT AWARD:**

1. Total Contract amount price sheet will be utilized to award this contract.
2. The lowest price bidder with the minimum 20% CBP will be awarded the contract.

---

I, \_\_\_\_\_, \_\_\_\_\_  
Name of authorized Officer per Sunbiz Title

of \_\_\_\_\_  
Name of Firm as it appears on Sunbiz Date

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



## PROPOSAL SHEET BREAK DOWN

**Project No.:** 12221

**Project Name:**

**Main Fire Station**

EACH CATEGORY INCLUDES PROVIDING ALL MATERIALS, EQUIPMENT AND LABOR REQUIRED FOR A FULLY FUNCTIONAL SYSTEM AS REFERENCED IN THE PLANS AND SPECIFICATIONS.

ITEM	ADMINISTRATION, GARAGE, AND APPARATUS BAY BUILDING AND SITE.	QUANTITY	UNIT COST	BID UNIT	TOTAL COST
<b>1</b>	<b>Site work</b>				
	Clearing and site preparation			LS	
	Demolition and disposal activities			LS	
	Earth work			LS	
	Asphalt Paving		/SY	LS	
	Concrete Paving		/CY	LS	
	Landscaping			LS	
	Common work results for irrigation			LS	
	Irrigation			LS	
	site wall cost		/CY	LS	
	Common work results for utilities			LS	
	Gravity Storm Drainage System			LS	
	Underground ducts and utility structures			LS	
<b>2</b>	<b>Concrete</b>				
	Cast-in-place Concrete and Finishing		/CY	LS	
	Precast Structural Concrete			LS	
	Decorative concrete/specialty finish		/CY	LS	
<b>3</b>	<b>Masonry</b>				
	Unit Masonry			LS	
<b>4</b>	<b>Metals</b>				
	Structural Steel Framing			LS	
	Fences			LS	
	Steel Joist Framing			LS	
	Cold Formed Metal Framing			LS	
	Metal Fabrications			LS	
	Decorative Metal			LS	
	Tree Grates		EA	LS	
	Roof Privacy Screening			LS	
<b>5</b>	<b>Woodwork</b>				
	Rough Carpentry			LS	
	Finish Carpentry			LS	

	Architectural Woodwork			LS
	Prodima wood cladding		/SF	LS
<b>6</b>	<b>Thermal and Moisture</b>			
	All Roofing Materials/ Systems			LS
	All Thermal Insulation			LS
	All Caulking and Sealants			LS
<b>7</b>	<b>Doors and Windows</b>			
	All Pass Doors Frames and Hardware			LS
	Aluminum framed entrances and storefronts w/ Hardware			LS
	Complete Four-fold Apparatus Bay Doors			LS
	Overhead Coiling grills			LS
	All Windows and glazing			LS
	Mirrors			LS
	Louvers and vents			LS
	Doors and Grills			LS
	Interior storefront Modular Systems			
<b>8</b>	<b>Finishes</b>			
	Non Structural Framing			LS
	Portland Cement Plastering			LS
	Gypsum Wall Board		/SF	LS
	Ceramic and Porcelain Tiles			LS
	Terrazzo Flooring			LS
	Resilient Flooring and Base			LS
	Interior and Exterior Painting, Staining, Sealing and Finishing			LS
	Acoustical Ceilings		/SF	LS
	Carpet		/SF	LS
<b>9</b>	<b>Specialties</b>			
	Visual Display Surfaces			LS
	Interior and Exterior Signage			LS
	Toilet Partitions and Accessories			LS
	Wall and Door Protection			LS
	Fire Extinguishers and Cabinets			LS
	Lockers			LS
	Flag Pole			LS
<b>10</b>	<b>Equipment</b>			
	Parking Control Equipment			LS
	Kitchen Hood System			LS
	Appliances/ Equipment			LS
	Stainless Steel Kitchen (incl. cabinets, sinks, counters, etc)			

<b>11</b>	<b>Furnishings</b>				
	Window shades			LS	
	Site Furnishings			LS	
	Pedestal Units and shelving			LS	
<b>12</b>	<b>Conveying Systems</b>				
	Complete Elevator System			LS	
<b>13</b>	<b>Mechanical</b>				
	Complete Fire Suppression System			LS	
	Common work results for HVAC System			LS	
	Complete HVAC System			LS	
	Common work results for Plumbing System			LS	
	Complete Plumbing System including Natural Gas			LS	
	Complete Plymovent System			LS	
<b>14</b>	<b>Electrical</b>				
	Complete Lightning Protection System			LS	
	Common work results for Electrical System			LS	
	Complete Interior and Exterior Electrical Systems			LS	
	Complete Generator System			LS	
	Common work results for City's Low Voltage Contractors			LS	
	Conduits, Boxes and Pull Strings for City's Low Voltage Contractors			LS	
	Common work results for Fire Detection and Alarm System			LS	
	Complete Fire Detection and Alarm System			LS	
<b>15</b>	<b>LEED</b>				
	Systems, Procedures, Commissioning, etc. attributed and related to LEED not covered in other classifications			LS	
<b>16.</b>	Community Benefit Plan - Administrative Support Services				
<b>17.</b>	Other Items not itemized in above #1-16				
<b>Total Administration, Emergency Operations Center, apparatus Bay Building and Site Construction *</b>					\$

\* Total Prices shall include implementation of Community Benefit Plan as per exhibit III of the construction documents.

**Note:** The proposal sheet breakdown is for informational purposes only and it should not relieve the General Contractor from completing the Main Fire Station project as per the construction documents and specifications attach herein.

**THE CITY RESERVES THE RIGHT TO INCREASE OR DECREASE THE ITEM QUANTITIES FOR PROJECT TO MEET ITS AVAILABLE BUDGET USING THE UNIT PRICES PROVIDED ABOVE.**

---

## **CONTRACT TIME**

Contractor shall be instructed to commence the work by written Notice to Proceed issued by the Project Manager. The Notice to Proceed will not be issued until Contractor's submission to City of all required documents and after execution of the Contract by both parties. Preliminary work, including submission of a Project Schedule, Schedule of Values, Submittals, Submittal Schedule, and other documents required for permitting, and performance of work that do not require permits, shall be submitted within fifteen (15) calendar days after the date of the Notice to Proceed. Receipt of all permits by Contractor is a condition precedent to the issuance of the Notice to Proceed for all other work.

Time is of the essence throughout this contract. The Project shall be Substantially Completed within 480 calendar days from the date of the Notice to Proceed. The total Project shall be completed and ready for final payment in accordance with the attached contract documents within 60 calendar days from the date certified by CONSULTANT as the date of Substantial Completion.

## **CONTRACT TERMS**

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

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 proposal and further reserves the right to take any other.

## **METHOD OF PAYMENT**

The City's method of payment for this project shall be E-payables. E-payables it is an electronic method of payment. Vendors are provided a credit card by the City's bank, SunTrust. Invoice payments will be transferred/deposited to the credit card and the vendor will receive a remittance via e-mail. The Vendor is required to swipe the card to receive the funds. Invoice payments will be processed and issued upon invoice receipt.

---

## **CONFLICT OF INTEREST**

If you are an employee, board member, elected official(s) or an immediate family member of any such person, please indicate the relationship in the form provided in the Form's Section. Pursuant to the City of Hallandale Beach Standards of ethics any potential conflict of interest must be disclosed and if requested, obtain a conflict of interest opinion or waiver from the City Commission prior to entering into a contract with the City of Hallandale Beach.

**END OF SECTION**

---

## I. DEFINITIONS

- **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.
- **Bid Takeoff:** The final estimate, tabulation, or worksheet prepared by the contractor in anticipation of the bid submitted, and which shall reflect the final bid price.
- **Bidder:** Any individual, firm, qualified joint venture or corporation submitting a bid for this Project, acting directly or through a duly authorized representative.
- **Bond:** A bid, performance, or payment guarantee issued 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 or Owner:** 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 owner 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.

- 
- 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.
  - Contract Administrator: The City Engineer or Designee expressly designated as Contract Administrator in writing by the Director of Public Works, Utilities and Engineering.
  - 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
  - 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.
- Schedule of Bid Prices: 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 Schedule of Bid Prices establishes the cash flow for the Project.
- 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.

**END OF SECTION**

---

**SUBMITTAL DUE DATE:**

**REPONSES ARE DUE: WEDNESDAY, SEPTEMBER 30, 2015 NO LATER THAN 11: 00 AM.**

**RESPONSES MUST BE SUBMITTED IN A SEALED ENVELOPE AND MUST BE MAILED OR HAND DELIVERED TO AND LABELED AS FOLLOWS:**

CITY OF HALLANDALE BEACH  
YOUR FIRM'S NAME HERE  
CITY CLERK'S DEPARTMENT – EXECUTIVE OFFICES  
400 SOUTH FEDERAL HIGHWAY – 2<sup>ND</sup> FLOOR  
HALLANDALE BEACH, FL 33009  
TITLED: BID NO. FY2014-2015-017  
PREQUALIFED GENERAL CONTRACTORS ONLY CONSTRUCTION OF MAIN FIRE STATION

**LAST DAY FOR QUESTIONS:**

Any questions are to be submitted via email to [jwiggins@cohb.org](mailto:jwiggins@cohb.org) by no later than **FRIDAY, AUGUST 28, 2015 NO LATER THAN 11:00 A.M.**

**MANDATORY PRE-BID CONFERENCE:**

In order for your prequalified Firm's response to this Bid to be accepted your firm must attend the Mandatory Pre-Bid Conference that will be held **TUESDAY, AUGUST 25, 2015 at 9:00 AM**, City Hall Commission Chambers, 400 South Federal Highway, Hallandale Beach, FL 33009. Your firm must have a representative attend and sign-in. During this meeting review of Bid requirements will be addressed and such information is of extreme importance to allow your firm to provide the best response to the City.

Your firm's assigned Project Manager and Cost Estimator for this project must attend this meeting. During this meeting review of Bid requirements, specifications and quality control will be addressed.

---

**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 [10%] percent 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.

**BUDGET/FUNDING AVAILABLE FOR THIS PROJECT:**

The total project budget is \$7.6 Million which shall include construction and General Conditions, overhead and profit, contingency, contract administration fee's, and any other task associated with the completion of the project as stated in the project scope and the contract documents. The project completion date is 480 days from Notice to Proceed, unless otherwise negotiated with the City.

**INSURANCE REQUIREMENTS:**

The awarded firm(s) will be required to obtain and maintain the following insurance requirements for the life of the contract. The Certificate of Insurance will be required to be provided within the time specified in the notification provided by the Procurement Department after award of contract by the Commission. See Contract Documents, Article 5 for information on the required insurance.

## TENTATIVE SCHEDULE

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

BID ADVERTISING DATE	AUGUST 21, 2015
BID RELEASED	AUGUST 21, 2015
MANDATORY PRE-BID CONFERENCE	AUGUST 25, 2015 9:00 AM
QUESTIONS	ALL QUESTIONS MUST BE EMAILED BY NO LATER THAN AUGUST 28, 2015 BY NO LATER THAN 11 AM
DEADLINE FOR RECEIPT OF RESPONSES	<u>SEPTEMBER 30, 2015</u> <u>BY NO LATER THAN 11:00</u> <u>AM</u>
CONTRACT AWARD BY CITY COMMISSION – ESTIMATED	TO BE DETERMINED
PROJECT START DATE – ESTIMATED	TO BE DETERMINED

<b>LIST OF CITY ADMINISTRATORS</b>	
<b>1.</b>	<b>CITY MANAGER</b>
	Renee C. Miller
	400 S. Federal Highway
	Hallandale Beach, Florida 33009
	(954) 457-1300
<b>2.</b>	<b>ASSISTANT CITY MANAGER</b>
	Jennifer Frastai
	400 South Federal Highway
	Hallandale Beach, Florida 33009
	(954)457-1300
<b>3.</b>	<b>DIRECTOR OF CAPITAL IMPROVEMENTS</b>
	Sarita Shamah
	400 South Federal Highway
	Hallandale Beach, Florida 33009
	954-457-2995
<b>4.</b>	<b>PROCUREMENT DIRECTOR</b>
	Andrea Lues
	400 S. Federal Highway
	Hallandale Beach, Florida 33009
	(954)457-1332
<b>5.</b>	<b>SENIOR PROCUREMENT SPECIALIST</b>
	Joann Wiggins
	400 South Federal Highway
	Hallandale Beach, FL 33009
	(954)457-1331
<b>6.</b>	<b>PROCUREMENT SPECIALIST</b>
	Tom Camaj
	400 South Federal Highway
	Hallandale Beach, Florida 33009
	(954)457-1374

---

**QUESTIONS :**

For information pertaining to this Bid, contact the Procurement Department (954) 457-1333. 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.