

**State of Florida**  
**DEPARTMENT OF TRANSPORTATION**  
**INVITATION TO BID**

Sealed bids will be received and publicly opened and read aloud by the Florida Department of Transportation (hereinafter referred to as Owner) at the following date, location, and local time: **November 19, 2018 at 2:30 P.M.**, At the District Seven Headquarters Building, 11201 N. McKinley Drive, Tampa, FL 33612.

**FINANCIAL PROJECT NO.:** 43324315201 **CONTRACT NO.:** E7M52

**PROJECT LOCATION:** 11201 N. McKinley Drive, Tampa, FL 33612

**PROJECT DESCRIPTION:** District 7 Headquarters HVAC Chiller Replacement

**PROJECT BUDGET:** \$2,800,000.00

**PRE-BID MEETING** (check appropriately)  **Mandatory**, \_\_\_\_\_ *Non-Mandatory*, or \_\_\_\_\_ *Not Applicable*

**A MANDATORY pre-bid meeting HAS been scheduled for this project**

To be held at the following location, date and local time: **11201 N. McKinley Dr., Tampa, FL 33612 October 30, 2018 at 2:30 PM**

The Owner's Project Manager is: **Griffin Dalton, FCO Specialist** and may be reached at:  
Email address: [griffin.dalton@dot.state.fl.us](mailto:griffin.dalton@dot.state.fl.us) Phone number: (813) 975-6144 or (813) 347-7305 (Cell)

***NOTE: Any contractor who fails to attend a mandatory pre-bid meeting will not be eligible to bid on the project. All bidders must be present and signed in prior to the start of the mandatory Pre-Bid Meeting. Anyone not signed in at the commencement of the meeting will be considered late and will not be allowed to bid on the project.***

**PLANS AND SPECIFICATIONS:** Plans and Specifications may be obtained at no cost by completing and submitting the order from the District 7 website: [http://www.fdot.gov/contracts/d7/images/FCO/Fixed%20Capital%20Outlet%20\(FCO\).shhtm](http://www.fdot.gov/contracts/d7/images/FCO/Fixed%20Capital%20Outlet%20(FCO).shhtm) For more information on ordering, please contact Carlos Valdes at (813) 975-6467 or [carlos.valdes@dot.state.fl.us](mailto:carlos.valdes@dot.state.fl.us). Bid Proposal documents will not be issued after November 16, 2018 at 2:30 PM EST.

**MINORITY BUSINESS ENTERPRISES (MBE) UTILIZATION:** The Owner encourages the recruitment and utilization of certified and non-certified minority businesses. The Owner, its contractors, suppliers, and consultants should take all necessary and reasonable steps to ensure that minority businesses have an opportunity to compete for and perform contract work for the Owner in a nondiscriminatory environment.

**BID PROPOSAL:** Bids must be submitted in full accordance with the requirements of the Drawings, Specifications, Bidding Conditions, and Contractual Conditions.

**INSURANCE:** The awarded Bidder is responsible for maintaining the insurance coverage specified in the Non-Technical Specifications for the duration of this project. The contractor shall obtain and maintain during the life of this contract Contractor's Comprehensive General Liability Insurance, Automobile Liability, Broad Form Property Damage and Builder's Risk Coverage. Please see Section B-3.

**PREQUALIFICATION:** Each bidder shall submit a current license issued by the State of Florida (specify type license required for the work) and, if a Florida Corporation, a copy of the Corporate Charter as prequalification of their eligibility with the bid document to the Department of Transportation, Contracts Administration Office: The bid will be rejected if a copy of the Contractor's License is not included either with the bid or provided to the Owner prior to the Letting. After the bid opening, the lowest responsive bidder shall qualify in accordance with this contract document.

Each bidder shall submit the "Contractor's Experience Questionnaire and Financial Statement" (Exhibit 15) and demonstrate the following qualifications:

1. Prime Contractor has been in business for at least five (5) years.
2. Project Manager and Superintendent has minimum of five (5) years' experience in construction in occupied building.
3. The Prime Contractor and sub-contractor combination has completed at least two (2) projects in the past three (3) years, on projects of similar size and scope

**INVITATION TO BID (Continued)**

4. The Prime Contractor will submit a financial statement that shows a positive net worth no less than one-twentieth (1/20) of the amount of the base bid. *Financial Statements will remain confidential and are not subject to Public Records Requests per Florida Statute 119.0714(c).*
5. The Bidder and/or sub-contractor will have applicable State of Florida licenses to pull required permits. Include copies of applicable licenses in the qualifications package submittal.

**BID BOND:** If the bid amount exceeds \$100,000, the bidder must provide with the bid, a Bid Guaranty of five percent (5%) of the actual total bid in the form of a certified check, cashier's check, treasurer's check, bank draft of any national or state bank, or a surety Bid Bond made payable to the Department of Transportation. A Bid Guaranty in an amount less than five percent (5%) of the actual bid will invalidate the bid. Bid Bonds shall conform to the Departments Bid/Proposal Bond Form furnished with the proposal package.

**AWARD COMMITTEE MEETING:** If the bid is outside of automatic award parameters, a public meeting of the Award Committee will be held on November 26, 2018 at 9:30 AM.

**PERFORMANCE BOND and LABOR AND MATERIALS PAYMENT BOND:** If the contract award amount exceeds \$100,000, both a Performance Bond and a Labor and Material Payment Bond of 100% each of the contract sum are required at the time of award.

**BID POSTING / CONTRACT AWARD:** The Bid Tabulation and Notice of Award Recommendation will be posted at the following location, date and local time: [http://www.fdot.gov/contracts/d7/images/fco/fixe%20capital%20outlet%20\(fco\).shmt](http://www.fdot.gov/contracts/d7/images/fco/fixe%20capital%20outlet%20(fco).shmt) on November 26, 2018 at 2:00 PM EST.

In the event the Bid Tabulation and Notice of Award Recommendation cannot be posted in this manner, all bidders will be notified. If no protest is filed the Owner will award the contract to the qualified, responsive low bidder. The Owner reserves the right to reject any or all bids.

**BID SOLICITATION/AWARD/NON-AWARD PROTEST RIGHTS:** Any person adversely affected by this Bid Solicitation shall file a notice of protest within 72 hours of receipt of the bid documents in accordance with Section 120.57(3), Florida Statutes and Rule Chapter 28-110, Florida Administrative Code. Any person adversely affected by the intended decision of the Owner to award a contract or to reject all bids shall file a notice of protest within 72 hours after the posting of the Summary of Bids (bid tabulation). If notice of intended decision is given by certified mail, express or fax delivery, the adversely affected person must file the notice of protest within 72 hours after receipt of the notice of intent.

A formal written protest must be filed within 10 days after filing the notice of protest. The formal written protest shall state with particularity the facts and law upon which the protest is based. All protests must be submitted in accordance with Section 120.569 and 120.57, Florida Statutes. The required notice of protest and formal protest must each be timely filed with the Clerk of Agency Proceedings, Office of General Counsel, 605 Suwannee Street, Room 550, MS-58, Tallahassee, Florida 32399-0450. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

**DISCRIMINATION CLAUSE:** An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity, per Section 287.134(3)(a), Florida Statutes.

**PUBLIC ENTITY CRIME INFORMATION STATEMENT:** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months for the date of being placed on the convicted vendor list.

**INVITATION TO BID (Continued)**

**SUBMITTAL OF SEALED BIDS:** Bids are to be submitted as a lump sum amount in an 8 ½" x 11" manila enveloped address to the Attention of **Gladys Hunter, District Contracts Acquisition Coordinator, FDOT D7 District Contract Office MS – 7-700, 11201 N. McKinley Drive, Tampa, FL 33612** marked "**SEALED BID for E7M52 FPN: 43324315201 (District 7 Headquarters HVAC Chiller Replacement)**". If sent via Fed-Ex or any other mail carrier, please place manila envelope inside mail carrier package and clearly label with same information provided in this paragraph.

**\*\*Proposals may not be faxed or sent by email\*\***

**\*\* Contractors do not have to be present but are welcomed to attend bid opening\*\***

**QUESTIONS AND ANSWERS:** The contractor will have until **5:00 P.M. Monday, November 5, 2018** to submit questions. Any questions submitted after **5:00 P.M. on November 5, 2018** will **NOT** be guaranteed an answer.

Any question asked by 5:00 P.M. on Monday, November 5, 2018 will be answered no later than 5:00 P.M. Friday, November 9, 2018.

**NOTE:** All contractor, technical project questions must be submitted to Griffin Dalton, for official FDOT responses. Griffin Dalton, can be reached at [griffin.dalton@dot.state.fl.us](mailto:griffin.dalton@dot.state.fl.us).

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

**Carlos A. Valdes**

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District Contracts Administrator