



**CITY OF WESTON
NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN that the City of Weston, Florida, (the "CITY") will be accepting sealed bids for:

**CITYWIDE WAYFINDING SIGNAGE IMPROVEMENTS PROGRAM
SURTAX-FUNDED MUNICIPAL TRANSPORTATION PROJECT NO. WEST 307
BID NO. 2021-06**

Bids shall be accepted from qualified and experienced licensed general contractors to furnish all labor, supervision, equipment, supplies, tools, permitting, safety measures and all other necessary incidentals for the installation of bicycle way-finding signage throughout the City's bicycle network to guide bicyclists to their destinations using preferred routes. The scope of work also includes the installation of 4 bicycle counters and electronic display signs, 2 along South Post Road and the other 2 along Bonaventure Boulevard.

Simultaneous with the delivery of the executed contract to the City, the Contractor shall furnish an executed Performance and Payment bond in an amount equal to one hundred percent (100%) of the contract value, as security for the faithful performance of contract and for the payment of all persons performing labor and/or furnishing materials in connection with the Project.

MANDATORY PRE-BID CONFERENCE

A mandatory pre-bid conference shall be held virtually on **August 16, 2021 at 2:00 p.m.** local time. All Bidders planning to submit a bid are required to attend this conference. Failure of a Bidder to be present for the entire mandatory pre-bid conference, beginning at the time stated above and concluding at the dismissal of the mandatory pre-bid conference by the CITY, shall render a Bidder to be deemed non-responsive and the bid shall not be considered for award. Decisions of the CITY shall be final.

Connect to the Live Event link via Cisco Webex:

Event:	Bid No. 2021-06 Wayfinding Signage - Prebid
Event address for attendees:	https://westonfl.webex.com/westonfl/j.php?MTID=m0f874a86f971864d25767e4ca7585009
Date and time:	Monday, Aug. 16, 2021 2:00 pm 1 hour (UTC-04:00) Eastern Time (US & Canada)
Event number:	180 183 7663
Event password:	weston (937866 from phones)
Audio conference:	Join by phone 415-655-0001 US Toll Access code: 180 183 7663

A second virtual mandatory pre-bid conference shall be held at 2:00 p.m. local time, on September 9, 2021. **Bidders that attended the first pre-bid conference are not required to attend this second pre-bid conference.** All Bidders planning to submit a bid are required to attend this conference. Failure of a Bidder to be present for the entire mandatory pre-bid conference, beginning at the time stated above and concluding at the dismissal of the mandatory pre-bid conference by the CITY, shall render a Bidder to be deemed non-responsive and the bid shall not be considered for award. Decisions of the CITY shall be final. Connect to the Live Event link via Cisco Webex:

Event:	2 nd Prebid-Bid No. 2021-06 Citywide Wayfinding
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=ebd1085a7bf59e681b8a5406a0b1cb87c
Date and time:	Thursday, Sept. 9, 2021 2:00 pm 1 hour (UTC-04:00) Eastern Time (US & Canada)
Event number:	2308 712 3408
Event password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll Access code: 2308 712 3408

BID SUBMITTAL DEADLINE

Bids shall be received by the Procurement Manager until **2:00 p.m. local time, on September 7, 2021 September 16, 2021** (the "Bid Submittal Deadline") at CITY of Weston, CITY Hall, located at 17200 Royal Palm Boulevard, Weston, Florida. The official clock at the CITY Hall reception desk shall govern. Submittals received after this time shall be returned unopened. The sealed submittals will be publicly opened and at the CITY of Weston, CITY Hall after the Proposal Submittal Deadline. Award of a proposal will be made at a CITY Commission meeting. The public opening of submittals may be viewed by the public via the Live Event link to Cisco Webex follows:

Event:	Bid Opening - Bid No. 2021-06 Citywide Wayfinding
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=ec0643fe51f48cfe61d920f02fdcf37b4
Date and time:	Tuesday, Sept. 7, 2021 Thursday, Sept. 16, 2021 2:00 pm 1 hour (UTC-04:00) Eastern Time (US & Canada)
Event number:	2318 581 4276
Event password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll Access code: 2318 581 4276

AVAILABILITY OF BID DOCUMENTS

Interested parties may purchase a copy of Bid No. 2021-06, Citywide Wayfinding Signage Improvements Program at the Weston City Hall, 17200 Royal Palm Boulevard, Weston, Florida 33326, 8:00 a.m. – 5:30 p.m., Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday, with prior notice to the

Procurement Manager and upon payment of a \$50.00 non-refundable fee for each Bid document. Payment shall be made by check, Visa, Master Card or American Express. No cash payments will be accepted. Bid documents are available for electronic download from Demand Star at <https://www.demandstar.com>. This Bid may also be examined, with prior notice to the Procurement Manager, at Weston CITY Hall, at the referenced address. (8:00 a.m.-5:30 p.m. Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday).

Bids shall be submitted on the form(s) provided. The required sections of the Project Manual shall be submitted as part of the Bid.

EXPERIENCE

Along with the sealed bids, all Bidders shall provide the necessary documentation to demonstrate that they meet the following qualifications: i) Bidders shall have been incorporated and in continuous operation for a minimum of the past five (5) years immediately preceding the date that the Bid is issued; ii) Bidders shall be certified general contractors licensed by the State of Florida or State of Florida registered contractor with certificate of competency of any one of the following: i) general contractor, ii) engineered construction contractor or iii) striping, marking and signage of roadway in Broward County—copies of the licenses shall be provided; and iii) Bidders shall provide evidence of the successful completion of projects of similar size and scope with at least three (3) projects within the last five (5) years immediately preceding the date that the Bid is issued.

BID PROCEDURES

Each bid shall be submitted in a separate plain sealed parcel, box or other secure packaging, marked as the "Bid". The outside of the sealed package must clearly indicate the submission of **Bid No. 2021-06, Citywide Wayfinding Signage Improvement Program**, Bidder's name, address and the name, telephone number and email address of the Bidder's specific contact person. Attach a copy of the contact person's business card. **The bid submittal shall contain eight (8) complete copies, one (1) unbound original and one (1) digital copy in Adobe PDF format on a CD/USB drive and is required to be submitted to the CITY by the Submittal Deadline.** Bids shall be submitted on the form(s) provided in the bid.

All Bidders are advised that the CITY has not authorized the use of the City seal by individuals or entities responding to CITY Request for Bid, and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

All Bidders are advised that the CITY will not supply or sell materials to Bidders in connection with submission or preparation of Bids, or any other matter, including but not limited to envelopes, labels or tape.

Once a Bid has been submitted to the Procurement Manager by the Bid Submittal Deadline, it shall not be returned to the Bidder. Bids received after the Bid Submittal Deadline will be returned unopened.

The withdrawal, modification or correction of a Bid after it has been submitted to the CITY shall constitute a breach by the Bidder.

All Bids shall be guaranteed firm for a minimum of 90 calendar days after the submission of the Bid. No Bidder may withdraw its Bid within 90 calendar days after the Bid opening date.

The Sealed Bids will be publicly opened at the City of Weston, City Hall after the Bid Submittal Deadline. Award of the Bid will be made at a City Commission meeting.

MUNICIPAL SURTAX FUNDED PROJECT

This project is a Surtax-Funded Municipal Transportation Project, in whole or in part. However, it does not include a Broward County Certified County Business Enterprises (CBE) goal or Workforce Investment Program. See Document 00800 for details.

BID SECURITY

Bid security in the form of a Bid Bond acceptable to the CITY or Cashier's Check made payable to the "City of Weston" in the amount of \$5,000.00 or 5% percent of the Bid amount, whichever is greater, will be required, to be submitted with the Bid.

QUESTIONS

Any questions concerning this Notice to Bidders shall be submitted in writing to the **Procurement Manager, Martha Perez-Garviso** at mperezgarviso@westonfl.org, with **"Bid No. 2021-06, Citywide Wayfinding Signage Improvement Program"** in the subject line or via fax at: 954-385-2010 by 4:00 p.m., local time at least five business days prior to the submittal deadline.

A Cone of Silence is imposed upon publication of this Notice to Bidders. The Cone of Silence prohibits communications with the following individuals pertaining to this bid:

Margaret Brown, Mayor
Mary Molina-Macfie, Commissioner
Byron L. Jaffe, Commissioner
Chris Eddy, Commissioner; and
Henry Mead, Commissioner

Thaddeus Bielecki, Director of Landscaping, Selection Committee Member;
Bryan Cahen, Director of Budget, Selection Committee Member;
Ryan Fernandes, Director of Technology Services; Selection Committee Member;
Pamela Solomon, Assistant Director of Communications; Alternate Selection Committee Member; and

Any member of the Protest Committee, if and when established.

The details of the CITY's Cone of Silence are set forth in Section 32.10 of the City Code.

The Selection Committee shall convene at a publicly noticed meeting and review submissions, rank and evaluate the Bids and provide a recommendation to the City Manager.

RIGHTS RESERVED

The City Commission of the City of Weston reserves the right to reject any and all Bids, to waive any informality in a Bid and to make awards in the best interests of the CITY.

Martha Perez-Garviso
Procurement Manager
City of Weston

Published: August 6, 2021