



NOTICE TO PROPOSERS

NOTICE IS HEREBY GIVEN that the City of Weston, Florida, Indian Trace Development District and Bonaventure Development District (collectively "CITY") will be accepting sealed proposals for:

CLEANING OF LIGHT POLES, TRAFFIC MAST ARMS AND TRAFFIC SIGNAGE REQUEST FOR PROPOSALS ("RFP") NO. 2022-01

The CITY is requesting proposals from qualified firms to provide Cleaning of Light Poles, Traffic Mast Arms and Traffic Signage throughout the CITY.

Proposers shall provide labor, supervision, equipment, supplies, tools, materials, maintenance of traffic and services to perform the cleaning of CITY owned street light poles, parking lot light poles, parks pedestrian lighting, traffic signal mast arm assemblies, and traffic sign post assemblies on a maintenance schedule. Work includes but is not limited to: the utilization of appropriate cleaning methods to remove dirt, oils, algae and other deposits from the painted surface of metal street light poles and traffic signal mast arms, both white in color; concrete street light poles and other decorative light poles. Proposers must have MOT trained personnel and maintain a minimum of FDOT Intermediate category certification for the duration of the contract.

All Proposers are advised that the CITY has **NOT** authorized the use of CITY's seal by individuals or entities responding to the CITY's RFP, and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

PROPOSER QUALIFICATIONS

Proposals will only be considered from firms that are regularly engaged in the business of providing cleaning of light poles, traffic mast arms and traffic signage as required in this solicitation. Proposers must be able to demonstrate a record of exceptional performance and have sufficient financial resources, equipment and organization to ensure that they can satisfactorily provide the services required.

Proposers shall have a minimum of five (5) years of experience from the date that this RFP is issued, in cleaning of light poles, traffic mast arms and traffic signage of a similar scope, complexity and size as those services managed by the City. Firms with other existing agreements with the CITY may submit proposals.

Proposers shall have been in continuous operation for a minimum of the past five (5) years from the date that the RFP is issued and shall have a primary or branch office in Miami- Dade, Broward or Palm Beach County, Florida.

MANDATORY PRE-PROPOSAL CONFERENCE

A virtual pre-proposal conference shall be held on **January 24, 2022 at 3:00 p.m.**, local time. All Proposers planning to submit a proposal are required to attend this conference. Failure of a Proposer to be present for the entire mandatory pre-proposal conference, beginning at the time stated above and concluding at the dismissal of the mandatory pre-proposal conference by the CITY, shall render a Proposer to be deemed non-responsive and the proposal shall not be considered for award. Decisions of the CITY shall be final.

Event:	Pre-Proposal: RFP No. 2022-01 Cleaning of Light Poles, Traffic mast arms and Traffic Signage
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e2285c47c6b9b851a39f5f864a028dee9
Date and time:	Monday, January 24, 2022 3:00 pm Eastern Standard Time (New York, GMT-05:00)
Event number:	2314 974 5019
Event password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll Access code: 2314 974 5019

PROPOSAL SUBMITTAL DEADLINE

Submittals shall be received by the Procurement Manager until **2:00 p.m., local time, on February 15, 2022** (the "Proposal 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:	Opening: RFP No. 2022-01 Cleaning of Light Poles, Traffic Mast Arms and Traffic Signage
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=ed68e55692ec2342d6bfd007a29ac0eb5
Date and time:	Tuesday, February 15, 2022 2:00 pm Eastern Standard Time (New York, GMT-05:00)
Event number:	2304 481 5240
Event password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll Access code: 2304 481 5240

AVAILABILITY OF RFP DOCUMENTS

Interested parties may purchase a copy of RFP No. 2022-01 for Cleaning of Light Poles, Traffic Mast Arms and Traffic Signage 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 \$25.00 non-refundable fee for each RFP document. Payment shall be made by check, Visa, Master Card or American Express. No cash payments will be accepted. Proposal documents are available for electronic download from Demand Star at <https://www.demandstar.com>. This RFP may also be examined, with prior notice, 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.)

PROPOSAL SECURITY

Proposal security in the form of a proposal bond acceptable to the CITY or a cashier's check made payable to the "City of Weston" in the amount of \$5,000.00 will be required to be submitted with the proposal.

QUESTIONS

Any questions concerning this Notice to Proposers shall be submitted in writing to the **Procurement Manager, Martha Perez-Garviso at mperezgarviso@westonfl.org, with "RFP No. for Cleaning of Light Poles, Traffic Mast Arms and Traffic Signage"** 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 bid opening.

CONE OF SILENCE

A cone of silence is imposed upon publication of this Notice to Proposers. The cone of silence prohibits communications with the following individuals pertaining to this RFP:

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

Ryan Fernandes, Director of Technology Services, Selection Committee Member;
Thaddeus Bielecki, Director of Landscaping, Selection Committee Member;
Pamela Solomon, Assistant Director of Communications, Selection Committee Member;
Denise Barrett-Miller, Director of Communications, Alternate Selection Committee Member;
Cindy Tao, Accounting Manager, Financial Reviewer; 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 proposals and provide a recommendation to the City Manager.

RIGHTS RESERVED

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

Martha Perez-Garviso
Procurement Manager
City of Weston

Published: January 14, 2022