



NOTICE TO PROPOSERS

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

PRESSURE CLEANING SERVICES REQUEST FOR PROPOSALS ("RFP") NO. 2022-02

The CITY is requesting proposals from qualified firms to provide Pressure Cleaning Services at various municipal facilities.

Proposers shall provide all labor, supervision, equipment, supplies, tools, materials, MOT, and all other necessary incidentals required to provide pressure cleaning services at various facilities throughout the City of Weston. The CITY may select at least three firms, if determined to be in the best interest of the City. Firms with other existing agreements with the CITY may submit proposals.

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 pressure cleaning services 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 providing pressure cleaning services of a similar scope, complexity and size as those services managed by the City.

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 25, 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. 2022-02 Pressure Cleaning Services
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e84a448dff360484bd208afc0348e39ea
Date and time:	Tuesday, January 25, 2022 3:00 pm Eastern Standard Time (New York, GMT-05:00)
Event number:	2316 517 2215
Event password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll Access code: 2316 517 2215

A second virtual mandatory pre-proposal conference shall be held at 11:00 a.m. local time, on February 4, 2022. **Proposers that attended the first pre-proposal conference are not required to attend this second pre-proposal conference.** 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. Connect to the Live Event link via Cisco Webex:

Event:	2 nd Pre-Proposal for RFP No. 2022-02 Pressure Cleaning Services
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=ecc886f82ed0a79c410ad1082887fa350
Date and time:	Friday, February 4, 2022 11:00 am Eastern Standard Time (New York, GMT-05:00)
Event number:	2310 813 8712
Event password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll Access code: 2310 813 8712

PROPOSAL SUBMITTAL DEADLINE

Submittals shall be received by the Procurement Manager until **2:00 p.m., local time, on February 16, 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. 2022-02 Pressure Cleaning Services
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e1fb1cb27777ee2e140594a47894431b8
Date and time:	Wednesday, February 16, 2022 2:00 pm Eastern Standard Time (New York, GMT-05:00)
Event number:	2304 557 1356
Event password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll Access code: 2304 557 1356

AVAILABILITY OF RFP DOCUMENTS

Interested parties may purchase a copy of RFP No. 2022-02 for Pressure Cleaning Services 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. 2022-02 for Pressure Cleaning Services"** 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

Bryan Cahen, Director of Budget, Selection Committee Member;
Kara Petty, Director of Parks and Recreation, Selection Committee Member;
Thaddeus Bielecki, Director of Landscaping, Selection Committee Member;
Ryan Fernandes, Director of Technology Services, 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