



NOTICE TO BIDDERS

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

ROOF REPLACEMENT FOR POLICE SERVICE CENTER AND FIRE STATIONS BID NO. 2022-05

Bids shall be accepted from licensed roofing contractors to furnish all labor, supervision, equipment, supplies, tools, permitting, safety measures and all other necessary incidentals for roof replacement at the City of Weston Police Service Center and Fire Station Buildings located at:

- Police Service Center: 17300 Royal Palm Blvd., Weston, Florida 33326
- Fire Station 81: 17350 Royal Palm Blvd., Weston, Florida 33326
- Fire Station 67: 951 Saddle Club Road, Weston, Florida, 33327
- Fire Station 55: 3955 Bonaventure Blvd., Weston, Florida 33332

The Scope of work includes complete removal of existing roof systems and replacement with new roofing system in accordance with the plans and specifications provided with this bid. It is the CITY's intent to award this bid by line item, by group or any combination thereof, as deemed in its best interest.

Simultaneous with the delivery of the executed contract to the CITY upon award, 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.

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

MANDATORY PRE-BID CONFERENCE

A mandatory pre-bid conference shall be held virtually on **March 29, 2022 at 2:30 p.m.** local time. All Bidders planning to submit a bid are required to attend this virtual 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. 2022-05 Roof Replacement for Police and Fire - Prebid
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e2c9cc49e68b139a91c440e926205123c
Date and time:	Tuesday, March 29, 2022 2:30 pm Eastern Standard Time (New York, GMT-05:00)
Event number:	2309 727 6964
Event password:	weston

Audio conference:	Join by phone 415-655-0001 US Toll
	Access code: 2309 727 6964

BID SUBMITTAL DEADLINE

Sealed bids shall be received by the Procurement Manager until **2:00 p.m. local time, on April 18, 2022 (the "Submittal Deadline")** at the City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida. The official clock at the City Hall reception desk shall govern. Bids received after this time shall be returned unopened. The sealed bids will be publicly opened at the City of Weston, City Hall after the Bid Submittal Deadline. Award of a Bid will be made at a City Commission meeting. The public opening of submittals may be viewed by the public via Cisco Webex as follows:

Event:	Bid No. 2022-05 Roof Replacement for Police and Fire - Opening
Event address for attendees:	https://westonfl.webex.com/westonfl/onstage/g.php?MTID=e8fc882bb7cd9afeef99af35903fce79d
Date and time:	Monday, April 18, 2022 2:00 pm Eastern Standard Time (New York, GMT-05:00)
Event number:	2318 041 9477
Event password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll
	Access code: 2318 041 9477

AVAILABILITY OF BID DOCUMENTS

Interested parties may purchase a copy of Bid No. 2022-05, Roof Replacement for Police Service Center and Fire Stations, at 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. Bid documents are available for electronic download from Demand Star at <https://www.demandstar.com>. This bid 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).

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 fully licensed general contractors with all required State and/or Local government licenses—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. 2022-05, Roof Replacement for Police Service Center and Fire Stations**, 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 shall contain one (1) unbound original and eight (8) complete copies 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.

In accordance with Section 448.095, Florida Statutes, the CITY requires all CONTRACTORS doing business with the CITY to register with and use the E-Verify system to verify the work authorization status of all newly hired employees. The CITY will not enter into a contract unless each party to the contract registers with and uses the E-Verify system. The contracting entity must provide of its proof of enrollment in E-Verify. For instructions on how to provide proof of the contracting entity's participation/enrollment in E-Verify, please visit: <https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify>. By entering into this Agreement, the CONTRACTOR acknowledges that it has read Section 448.095, Florida Statutes; will comply with the E-Verify requirements imposed by Section 448.095, Florida Statutes, including but not limited to obtaining E-Verify affidavits from subcontractors; and has executed the required affidavit attached hereto and incorporated herein.

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. 2022-05, ROOF REPLACEMENT FOR POLICE SERVICE CENTER AND FIRE STATIONS"** 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,
Byron L. Jaffe, Commissioner,
Mary Molina-Macfie, Commissioner,
Chris Eddy, Commissioner, and
Henry Mead, Commissioner

Denise Barrett-Miller, Director of Communications, Selection Committee Member;
Bryan Cahen, Director of Budget, Selection Committee Member;
Ryan Fernandes, Director of Technology Services, Selection Committee Member;
Thaddeus Bielecki, Director of Landscape, 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: March 15, 2022