



## 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:

### STORMWATER AND WASTEWATER MAINTENANCE SERVICES REQUEST FOR PROPOSALS ("RFP") NO. 2022-17

The CITY is requesting proposals from qualified PROPOSERS to provide labor, supervision, equipment, supplies, tools, permitting, maintenance of traffic, safety measures and all other necessary incidentals for continuing services for the vacuum cleaning/jetting and inspection of, and emergency response to, CITY owned utility infrastructure (stormwater, water, and wastewater). The CITY infrastructure requiring maintenance services include, but is not limited to, stormwater catch basins, inlets, manholes, pipe outfall, and pollution control devices; wastewater (sanitary sewer) manholes and gravity mains; and wastewater lift stations, along with emergency response during water and forcemain breaks and/or sewer spills or overflow. PROPOSERS shall have maintenance of traffic trained personnel.

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 services described above for governmental agencies/utility agencies. PROPOSER must be able to demonstrate a record of exceptional performance and have sufficient financial resources, equipment, and organization to satisfactorily provide the services required.

PROPOSERS shall provide the necessary documentation to demonstrate that they meet the following qualifications: i) PROPOSERS shall have been incorporated and in continuous operation for a minimum of the past five (5) years immediately preceding the date that this RFP is issued and shall have a primary or branch office in Miami- Dade, Broward, or Palm Beach County, Florida; ii) PROPOSERS shall be certified underground utility and excavation contractors licensed by the State of Florida OR State of Florida registered contractor with certificate of competency issued by Broward County in Pipeline Rehabilitation - Class "1A-D". Copies of the licenses shall be provided; and iii) PROPOSERS shall provide at least three references (Form 3) for similar work performed to show evidence of qualifications and previous experience.

PROPOSERS shall have a minimum of five (5) years of experience from the date that this RFP is issued, in providing vacuum cleaning and jetting services for stormwater and wastewater infrastructure for government agencies with infrastructure similar in scope, size and complexity as those owned and managed by the CITY.

### MANDATORY PRE-PROPOSAL CONFERENCE

A virtual pre-proposal conference shall be held on **January 12, 2023 at 2:00 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. Connect to the Live Event link via Cisco Webex as follows:

Event:	Pre-Proposal for RFQ No. 2022-17 for Stormwater and Wastewater Maintenance Services
Event address for attendees:	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=m77a1f2b197794870c71ef5ae46e484bc">https://westonfl.webex.com/westonfl/j.php?MTID=m77a1f2b197794870c71ef5ae46e484bc</a> You may also connect to: <a href="http://www.webex.com">www.webex.com</a> <ul style="list-style-type: none"> <li>• Click "Join a Meeting"</li> <li>• Enter Event/Meeting Number</li> </ul>
Date and Time:	Thursday, Jan 12, 2023 2:00 pm Eastern Standard Time (New York, GMT-05:00)
Event Number:	2315 667 2183
Event Password:	weston
Audio conference:	Join by phone 415-655-0001 US Toll 937866 from phones

#### PROPOSAL SUBMITTAL DEADLINE

Sealed proposals shall be received by the Director of Procurement until **2:00 p.m. local time, on January 30, 2023 (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. Proposals received after this time shall be returned unopened. The sealed proposals will be publicly opened 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 Cisco Webex as follows:

Event:	Opening for RFQ No. 2022-17 for Stormwater and Wastewater Maintenance Services
Event address for attendees:	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=m2d11bc4c5b04829b109d7e4a5bfb3289">https://westonfl.webex.com/westonfl/j.php?MTID=m2d11bc4c5b04829b109d7e4a5bfb3289</a> You may also connect to: <a href="http://www.webex.com">www.webex.com</a> <ul style="list-style-type: none"> <li>• Click "Join a Meeting"</li> <li>• Enter Event/Meeting Number</li> </ul>
Date and Time:	Monday, Jan 30, 2023 2:00 pm Eastern Standard Time (New York, GMT-05:00)
Event Number:	2316 248 2290
Event Password:	weston
Video Address:	<a href="mailto:23173774448@westonfl.webex.com">23173774448@westonfl.webex.com</a> You can also dial 173.243.2.68 and enter your meeting number.
Audio conference:	Join by phone 415-655-0001 US Toll 92783928 from phones

#### AVAILABILITY OF RFP DOCUMENTS

Interested parties may download a copy of RFP No. 2022-17, Stormwater and Wastewater Maintenance Services by visiting the CITY's Procurement website at: <https://www.westonfl.org/government/procurement>. Proposal documents are also available for electronic download from Demand Star at <http://www.demandstar.com>.

#### 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 **Director of Procurement , Martha Perez-Garviso** at [mperezgarviso@westonfl.org](mailto:mperezgarviso@westonfl.org), with "RFP No. 2022-17 for Stormwater and Wastewater Maintenance Services" in the subject line, at least five business days prior to submittal deadline.

#### 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

Thaddeus Bielecki, Director of Landscaping, Selection Committee Member;  
Denise Barrett-Miller, Director of Communications, Selection Committee Member;  
Kara Petty, Director of Parks and Recreation, Selection Committee Member;  
Francisco Lopez, Parks Superintendent, 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 proposals and provide a recommendation to the City Manager.

#### RIGHTS RESERVED

1. The CITY (through the City Commission, City Manager, Selection Committee or Protest Committee) reserves the right to:
  - A. Reject any or all proposals;
  - B. Waive any informality in a proposal;
  - C. Waive any deficiency or irregularity in the selection process;
  - D. Accept or reject any or all qualifications statements in part or in whole; and
  - E. Request additional information as appropriate.
  
2. The City Commission reserves the right to:
  - A. Award all or a portion of the services set forth in the RFP/RFQ as determined to be in the best interest of the CITY; and

- B. Reject any or all Proposals if found by the City Commission not to be in the best interest of the CITY.
- C. Award an Agreement to one or more than one PROPOSER, make split or multiple awards as determined to be in the best interest of the CITY.
- D. In the event of a sole proposal, reject the sole proposal.

Martha Perez-Garviso  
Director of Procurement  
City of Weston

Published: December 30, 2022