



## NOTICE TO PROPOSERS

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

### **PRE-QUALIFICATION OF GENERAL CONTRACTORS FOR THE CONSTRUCTION OF CITY HALL SECURITY ENHANCEMENTS REQUEST FOR QUALIFICATIONS ("RFQ") NO. 2023-13**

The CITY is requesting proposals from certified general contractors licensed by the State of Florida to pre-qualify for the purposes of bidding on the construction of security enhancements at the City Hall located at 17200 Royal Palm Blvd. Weston, FL 33326. Construction is expected to begin in summer of 2024.

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 RFQ, and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

### QUALIFICATIONS

Proposers shall have been in continuous practice for at least 5 years, under the same corporate entity, from the date this RFQ is issued; Proposers shall be certified general contractors licensed by the State of Florida; Proposers shall have a resident office in Florida and shall comply with all federal, state and local laws, rules, practices and regulations.

The Proposer's experience and performance on comparable contracts performing as the general contractor with a successful record of the construction of at least three (3) similar building renovation projects of secure municipal buildings such as city halls, police stations or fire stations in Florida within the immediate past seven (7) years from the date this RFQ is issued.

Proposers shall possess the required bonding capacity to provide for 100% Payment and Performance Security for the Project. The early preliminary estimate for bonding purpose is approximately \$1,000,000. For this RFQ submittal, only a letter from the Proposer's surety company is requested as evidence of the Proposer's bonding capacity of at least \$1,000,000. The actual Payment and Performance Security is not required for submission at this time.

### MANDATORY VIRTUAL PRE-PROPOSAL CONFERENCE

A virtual pre-proposal conference shall be held on **December 18, 2023, at 3:00 p.m.** local time. PROPOSERS planning to submit a bid are required to attend this conference. Failure of a PROPOSER 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 PROPOSER 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 as follows:

Event:	Pre-Proposal for RFQ No. 2023-13 Pre-Qualification of General Contractors for Construction of City Hall Security Enhancements
	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=m6985d21371812e6ebb6f82b0ce66c618">https://westonfl.webex.com/westonfl/j.php?MTID=m6985d21371812e6ebb6f82b0ce66c618</a>

Event address for attendees:	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, December 18, 2023 3:00 PM Eastern Standard Time (New York, GMT-05:00)
Event Number:	2300 763 0461
Event Password:	weston (937866 from phones and video systems)
Audio conference:	Join by phone 415-655-0001 US Toll 230 076 30461 (from phones)

A second virtual pre-proposal conference shall be held on **January 5, 2023 at 11:00 a.m.** local time. **PROPOSERS that attended the first pre-proposal conference are not required to attend this second pre-proposal conference.** PROPOSERS planning to submit a bid are required to attend this conference. Failure of a PROPOSER 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 PROPOSER 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 as follows:

Event:	2nd Pre-Proposal Conference for Pre-Qual of General Contractors for Construction of City Hall Security Enhancements
Event address for attendees:	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=m83156a11a5c045bb1a52690687b6f9f7">https://westonfl.webex.com/westonfl/j.php?MTID=m83156a11a5c045bb1a52690687b6f9f7</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:	Friday, January 5, 2024 at 11:00 a.m. Eastern Standard Time (New York, GMT-05:00)
Event Number:	2314 762 4446
Event Password:	weston (937866 from phones and video systems)
Audio conference:	Join by phone 415-655-0001 US Toll 231 476 24446 (from phones)

#### PROPOSAL SUBMITTAL DEADLINE

Sealed proposals shall be received by the Director of Procurement until **2:00 p.m. local time, on January 4, 2023 ~~January 15, 2024~~ January 16, 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. 2023-13 Pre-Qualification of General Contractors for Construction of City Hall Security Enhancements
Event address for attendees:	<a href="https://westonfl.webex.com/westonfl/j.php?MTID=m7d3b7f34fbd240cd8fc397892300f126">https://westonfl.webex.com/westonfl/j.php?MTID=m7d3b7f34fbd240cd8fc397892300f126</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, January 4, 2024 Monday, January 15, 2024 Tuesday, January 16, 2024 at 2:00 PM Eastern Standard Time (New York, GMT-05:00)
Event Number:	2305 055 2172
Event Password:	weston (937866 from phones and video systems)
Audio conference:	Join by phone 415-655-0001 US Toll 230 505 52172 (from phones)

#### AVAILABILITY OF RFQ DOCUMENTS

Interested parties may download a copy of RFQ No. 2023-13 Pre-Qualification of General Contractors for Construction of City Hall Security Enhancements for 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>.

#### 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 "RFQ No. 2023-13 for Pre-Qualification of General Contractors for Construction of City Hall Security Enhancements".

#### 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 RFQ:

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

Ryan Fernandes, Director of Technology Services, Selection Committee Member;  
Denise Barrett-Miller, Director of Communications, Selection Committee Member;  
Andrew Lopez, Parks Maintenance Superintendent, Selection Committee Member;  
Cindy Tao, Director of Accounting, 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: January 10, 2024