

State of Florida
DEPARTMENT OF TRANSPORTATION
INVITATION TO BID

Sealed bids will be received via d2fixedcapitaloutlay@dot.state.fl.us and publicly opened and read aloud by the Florida Department of Transportation (hereinafter referred to as Owner) at the following date, location, and local time: **December 15, 2021 @ 11:00 A.M. at the Lake City District Office, 1109 South Marion Avenue, Lake City, FL 32025-5874**

FINANCIAL PROJECT NO.: 43294885201

CONTRACT NO.: F2003

PROJECT NAME: FDOT Credit Union HVAC Replacement

PROJECT LOCATION: District 2 FDOT Credit Union, 1109 South Marion Ave, Lake City, FL 32025

PROJECT DESCRIPTION: Remove and replace 2 rooftop 7.5 ton and install New 9.000 BTU wall mounted unit inside the server room at the Florida Department of Transportation Credit Union, Lake City, FL. Provide sufficient work force, equipment, materials, oversight, permitting, safety, clean-up, disposal and all incidentals necessary to replace existing units in-kind and as depicted and specified in this scope, contract documents, and special provisions. All work will be in accordance with the 2017 Florida Building Code, and all applicable laws, rules, and codes shall be followed for this project.

PRE-BID MEETING (check appropriately) *Mandatory*, *Non-Mandatory*, or *Not Applicable*

Owner representatives will be present to discuss plans, specifications, and conditions of the project. The Owner's Project Manager is: Gaye Lynn Norman and may be reached at: 386-961-7255.

NOTE: Any contractor who fails to attend a mandatory pre-bid meeting will not be eligible to bid on the project. All bidders must be present and signed in prior to the start of the mandatory Pre-Bid Meeting. Anyone not signed in at the commencement of the meeting will be considered late and will not be allowed to bid on the project.

PLANS, SPECIFICATIONS AND BID DOCUMENTS: Plans, Specifications and Bid Documents may be ordered at no cost by filling out the order form available at <https://www.fdot.gov/contracts/d2/fco/fco.shtm>

Bid Proposal documents will not be issued after (date and local time): December 14, 2021 @ 11:00 A.M.

MINORITY BUSINESS ENTERPRISES (MBE) UTILIZATION: The Owner encourages the recruitment and utilization of certified and non-certified minority businesses. The Owner, its contractors, suppliers, and consultants should take all necessary and reasonable steps to ensure that minority businesses have an opportunity to compete for and perform contract work for the Owner in a nondiscriminatory environment.

BID PROPOSAL: Bids must be submitted in full accordance with the requirements of the Drawings, Specifications, Bidding Conditions, and Contractual Conditions.

INSURANCE: The awarded Bidder is responsible for maintaining the insurance coverage specified in the Non-Technical Specifications for the duration of this project.

PREQUALIFICATION: Each bidder shall have a Certified Mechanical Contractor License and three (3) years' Experience in Commercial Projects of similar scope and complexity prior to award of contract, and if a Florida Corporation, a copy of the Corporate Charter as prequalification of their eligibility with the bid document. After the bid opening, the lowest responsive bidder shall qualify in accordance with this contract document.

BID BOND: If the bid amount exceeds \$100,000, the bidder must provide with the bid, a Bid Guaranty of five percent (5%) of the actual total bid in the form of a certified check, cashier's check, treasurer's check, bank draft of any national or state bank, or a surety Bid Bond made payable to the Department of Transportation. A Bid Guaranty in an amount less than five percent (5%) of the actual bid will invalidate the bid. Bid Bonds shall conform to the Departments Bid/Proposal Bond Form furnished with the proposal package.

PERFORMANCE BOND and LABOR AND MATERIALS PAYMENT BOND: If the contract award amount exceeds \$100,000, both a Performance Bond and a Labor and Material Payment Bond of 100% each of the contract sum are required at the time of award.

BID POSTING / CONTRACT AWARD: The Bid Tabulation and Notice of Award Recommendation will be posted at the following location, date and local time: **January 10, 2022 or January 18, 2022 at 5:00 P.M.** <http://www.fdot.gov/contracts/d2/FCO/FCO.shtm>

In the event the Bid Tabulation and Notice of Award Recommendation cannot be posted in this manner, all bidders will be notified by certified United States Mail, return receipt requested, express or fax delivery, receipt requested or by email, receipt requested. If no protest is filed the Owner will award the contract to the qualified, responsive low bidder. The Owner reserves the right to reject any or all bids.

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BID SOLICITATION/AWARD/NON-AWARD PROTEST RIGHTS: Any person adversely affected by this Bid Solicitation shall file a notice of protest within 72 hours of receipt of the bid documents in accordance with Section 120.57(3), Florida Statutes and Rule Chapter 28-110, Florida Administrative Code. Any person adversely affected by the intended decision of the Owner to award a contract or to reject all bids shall file a notice of protest within 72 hours after the posting of the Summary of Bids (bid tabulation). If notice of intended decision is given by certified mail, express or fax delivery, the adversely affected person must file the notice of protest within 72 hours after receipt of the notice of intent.

A formal written protest must be filed within 10 days after filing the notice of protest. The formal written protest shall state with particularity the facts and law upon which the protest is based. All protests must be submitted in accordance with Section 120.569 and 120.57, Florida Statutes. The required notice of protest and formal protest must each be timely filed with the Clerk of Agency Proceedings, Office of General Counsel, 605 Suwannee Street, Room 550, MS-58, Tallahassee, Florida, 32399-0450. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

DISCRIMINATION CLAUSE: An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity, per Section 287.134(3)(a), Florida Statutes.

PUBLIC ENTITY CRIME INFORMATION STATEMENT: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months for the date of being placed on the convicted vendor list.

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

Jim Brown
District Contracts Administrator
District Contracts Office