

**State of Florida**  
**DEPARTMENT OF TRANSPORTATION**  
**INVITATION TO BID**

Sealed bids will be received 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: **10:00 AM local time, Wednesday, October 23, 2024 District Five Headquarters, 719 South Woodland Boulevard, DeLand, FL 32720.**

**FINANCIAL PROJECT NO.:** 454952-1-52-01

**CONTRACT NO.:** F5009

**PROJECT NAME:** District 5 Main Building Elevator Modernization

**PROJECT LOCATION:** 719 South Woodland Boulevard, DeLand, Florida, 32720

**PROJECT DESCRIPTION:** The Contractor will provide all necessary efforts and requisite resources needed to complete this modernization project in compliance with current codes for the Department's three existing hydraulic elevators that service all four floors in District Five Headquarters Building (with one door set per elevator, per floor for each elevator). The Contractor is responsible for ensuring that all work is performed in accordance with the most applicable edition of the National Safety Code for Elevators, Dumbwaiters, Escalators, and Moving Walks (ASME A17.3-2023) & ANSI A117.1 Barrier Free Code as pertaining to Passenger Elevators, the Americans with Disabilities Act (ADA), the National Electrical Code, and/or such State and Local elevator codes as may be applicable.

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

**A MANDATORY PRE-BID MEETING/SITE VISIT WILL BE HELD AT THE FOLLOWING LOCATION, DATE AND LOCAL TIME:** **10:00 AM local time on Monday, October 7, 2024, AT THE FDOT District Five Headquarters, 719 South Woodland Boulevard, DeLand, FL 32720.**

**BIDS ARE DUE OCTOBER 23, 2024, BY 10:00 AM LOCAL TIME.**

Owner representatives will be present to discuss plans, specifications, and conditions of the project. The Owner's Project Manager is: **Daniel Mendoza-Garcia** [daniel.mendoza-garcia@dot.state.fl.us](mailto:daniel.mendoza-garcia@dot.state.fl.us) and may be reached at: **386-956-5016**. Or **Christopher Roth** [Christopher.roth@dot.state.fl.us](mailto:Christopher.roth@dot.state.fl.us) and may be reached at: **386-943-5007**

*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.*

**QUESTIONS:** Submit all questions to [d5fcoprocmement@dot.state.fl.us](mailto:d5fcoprocmement@dot.state.fl.us) by 3:00 PM local time on October 10, 2024. Responses will be posted at <https://www.fdot.gov/contracts/district-offices/d5/lettings/fco/fcocontracts.shtm> by 3:00 PM local time on October 15, 2024.

**PLANS, SPECIFICATIONS AND BID PROPOSAL:** To obtain Plans, Specifications and Bid Documents complete the order form available at <https://www.fdot.gov/contracts/district-offices/d5/lettings/fco/fcocontracts.shtm>. Bid Proposal documents will not be issued after 10:00 AM local time on October 22, 2024.

**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. Submit sealed bids to:

Florida Department of Transportation  
719 South Woodland Boulevard  
DeLand, FL 32720  
Attn: Angie Richards M/S 524

## INVITATION TO BID

**DOCUMENTS TO BE SUBMITTED WITH BID:** Bid Proposal, List of Subcontractors, Bid Bond, Documentation supporting compliance with License Requirements.

**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 submit a current license issued by the State of Florida (**Registered Elevator Company license is required for the work**). If a Florida Corporation, a copy of the Corporate Charter as prequalification of their eligibility with the bid document to the Department of Transportation, Contracts Administration Office: 719 South Woodland Boulevard, DeLand, FL 32720.

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 ***The bidder must submit an original proposal guaranty. A fax or copy sent as an attachment will not be accepted.***

**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.

**SELECTION COMMITTEE MEETING:** A public meeting of the Selection Committee will be held at District Five Headquarters, 719 South Woodland Boulevard, DeLand, FL 32720 on November 12, 2024, at 9:30 AM local time.

**BID POSTING / CONTRACT AWARD:** The Bid Tabulation and Notice of Award Recommendation will be posted at the following location, date and local time: <https://www.fdot.gov/contracts/district-offices/d5/lettings/fco/fcocontracts.shtm> on November 12, 2024 by 12:00 PM. In the event the Bid Tabulation and Notice of Award Recommendation cannot be posted in this manner, all bidders will be notified 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.

**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.