

September 22, 2025

**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: October 20, 2025, District Five Headquarters, 719 South Woodland Boulevard, DeLand, FL 32720 at 10:00 AM local time.

FINANCIAL PROJECT NO.: 451615-1-72-01

CONTRACT NO.: F5011

PROJECT NAME: DO HQ 3RD FLOOR VAV's REPLACEMENT

PROJECT LOCATION: 719 South Woodland Boulevard, DeLand, FL 32720

PROJECT DESCRIPTION: The Florida Department of Transportation is seeking quotes providing a Turnkey retrofit service from a certified licensed and insured Mechanical, Heating, Ventilation, Air Conditioning (HVAC) Contractor to install nine (8) VAV's all on the third-floor main building, six (6) units with heat, new BAS boxes and must tie into our existing proprietary Trane Tracer Summit Control System. Service must also include Test and Balance, and all work will need to be done after hours on weekdays and / or can work regular hours on weekends.

Note* Any Mechanical Contractor Can Install VAV's, but Only a Trane Factory Trained Technician can do the Programming since it is a proprietary control system.

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

A MANDATORY PRE-BID MEETING/SITE VISIT WILL BE HELD AT THE FOLLOWING LOCATION, DATE AND LOCAL TIME:
FDOT District Five Headquarters, 719 South Woodland Boulevard, DeLand, FL 32720, September 30, 2025, at 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 and may be reached at: daniel.mendoza-garcia@dot.state.fl.us, 386-453-0448 or Christopher Roth may be reached at: christopher.roth@dot.state.fl.us, 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.*

PLANS AND SPECIFICATIONS: Plans, Specifications and Bid Proposal Documents may be obtained by submitting an order form to d5fcoprocurement@dot.state.fl.us. The order form can be downloaded from <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 17, 2025.

QUESTIONS: Submit all questions to d5fcoprocurement@dot.state.fl.us by 10:00 AM local time on October 6, 2025. Responses will be posted at <https://www.fdot.gov/contracts/district-offices/d5/lettings/fco/fcocontracts.shtm> by 10:00 AM local time on October 9, 2025.

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

BIDS ARE DUE BY OCTOBER 20, 2025, AT 10:00 AM LOCAL TIME.

DOCUMENTS TO BE SUBMITTED WITH BID: Bid Proposal, Bid Bond (If the bid amount exceeds \$100,000), Documentation supporting compliance with License Requirements.

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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 (**Certified Mechanical & Certified Air Conditioning Contractor**) a **Trane Certification for Start-Ups and BAS Program 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, Contract Administration Office: 719 South Woodland Boulevard, Deland, FL 32720.

The bid may be rejected if a copy of the Contractors License is not included either with the bid or provided to the Owner prior to the Letting. 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% of 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 October 27, 2025, 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 October 27, 2025 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.