

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, District Two (hereinafter referred to as Owner) at the following date, location, and local time: **April 30, 2014 at 11:00 a.m., Lake City District Office, 1109 S. Marion Avenue, Lake City, Florida 32025-5874**

**FINANCIAL PROJECT NO.:** 42398925214 **CONTRACT NO.:** E2T21

**PROJECT NAME:** Jacksonville Urban Office bathroom renovations

**PROJECT LOCATION:** Jacksonville Urban Office, 2198 Edison Avenue, Jacksonville, Florida 32204

**PROJECT DESCRIPTION:** This project consists of renovating 10 bathrooms in the FDOT Jacksonville Urban Office and bringing them up to ADA code compliant. This includes two (2) bathrooms on the 1<sup>st</sup> floor, four (4) bathrooms on the second floor, two (2) bathrooms on the 3<sup>rd</sup> floor, and two (2) bathrooms on the 4<sup>th</sup> floor and also placement of a hot water tank in the 2<sup>nd</sup> floor janitor's closet to supply hot water to the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> floor janitor's closets. See Project Scope of Services for full description. If your bid is over \$200,000 you will be required to complete the CONTRACTOR'S EXPERIENCE QUESTIONNAIRE AND FINANCIAL STATEMENT. (See Section B-37 of the Non-Technical Specifications.)

**General Contractor License and Certificate of Insurance with Bid**

**A MANDATORY PREBID MEETING will be held on April 17, 2014 at 10:00 a.m., at Jacksonville Urban Office Training Facility, 2198 Edison Avenue, Jacksonville, Florida 32204** and Owner representatives will be present to discuss plans, specifications, and conditions of the project. The Owner's Project Manager is: Ross Hammock and may be reached at: 386-961-7256 or e-mail: [ross.hammock@dot.state.fl.us](mailto:ross.hammock@dot.state.fl.us) or call Terry Daigle 904-360-5444 [terry.daigle@dot.state.fl.us](mailto:terry.daigle@dot.state.fl.us)

**Plans and specifications will not be handed out at Mandatory Prebid Meeting. Bring plans and specifications to prebids.**

**LATE ARRIVALS TO MANDATORY PREBID MEETINGS:** All bidders must be present and signed in prior to the start of the Mandatory prebid 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:** **The Florida Department of Transportation will no longer provide plans and specifications at the Mandatory Prebid Meetings. In order to receive the plans and specifications you must go to the following website <http://www.dot.state.fl.us/contractsadministrationdistrict2> and print off the Fax Order Form and fax it to the number listed at the top of the form.**

**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.

Bids must be submitted in full accordance with the requirements of the Drawings, Specifications, Bidding Conditions, and Contractual Conditions, which may be examined and obtained by submitting a Fax Order Form to Patsy Elkins at Fax Number 850-412-8082 and the specifications and plan sheets will be e-mailed to you. The Fax Order Form can be found at [www.dot.state.fl.us/contractsadministrationdistrict2/](http://www.dot.state.fl.us/contractsadministrationdistrict2/).

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

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**PREQUALIFICATION:** Each bidder shall submit a current license issued by the State of Florida (**General Contractor License**) and, 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:

The bid will be rejected if a copy of the **General Contractor 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% 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: May 20, 2014 at 4:15 p.m.

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. 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, Florida Department of Transportation, 605 Suwannee Street, Room 550, General Counsel's Office, Tallahassee, Florida 32399-0458. 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.