



**CONSTRUCTION INVITATION TO BID (ITB)**  
**PEAR PARK ADA RAMP CONSTRUCTION**

ITB Number: 10-0207 Contracting Officer: B. Schwartzman  
Bid Due Date: March 31, 2010 Pre-Bid Conf. Date: March 16, 2010 2:00 pm  
Bid Due Time: 3:00 P.M. ITB Issue Date: March 4, 2010

**SPECIFIC SOLICITATION REQUIREMENTS ARE AS NOTED BELOW:**

Front End Documents, Contract for Construction, Drawings and Specifications may be picked up at:  
Romine Reprographics  
515 North Park Ave., Suite 103  
Apopka, FL 32712  
Phone: 407.464.1700

**At the date and time specified above, all bids that have been received in a timely manner will be opened, recorded, and accepted for consideration.** The names of the bidders submitting bids will be read aloud and recorded. The bids will be available for inspection during normal business hours in the Department of Procurement Services within ten (10) working days after the official bid due date.

**Vendors shall complete and return the entirety of this ITB Document, and attach all other information requested in this ITB document. Failure to sign the bid response, or to submit the bid response by the specified time and date, may be cause for rejection of the bid.**

**NO-RESPONSE REPLY**

If any vendor does not want to respond to this solicitation at this time, or, would like to be removed from Lake County's Vendor List, please mark the appropriate space, complete name below and return this page only.

- Not interested at this time; keep our firm on Lake County's Vendors List for future solicitations for this product / service
- Please remove our firm from Lake County's Vendor's List for this product / service.

**VENDOR IDENTIFICATION**

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_ Contact Person: \_\_\_\_\_

**TABLE OF CONTENTS**

SECTION 2– SPECIAL TERMS AND CONDITIONS ..... 3

    Section 2.1: Purpose ..... 3

    Section 2.2: Designated Procurement Representative ..... 3

    Section 2.3: Method of Award..... 3

    Section 2.4: Pre-Bid Conference / Site Visits..... 4

    Section 2.5: Contract performance Period ..... 4

    Section 2.6: Option to Renew and Associated Price Adjustment..... 4

    Section 2.7: Method of Payment..... 4

    Section 2.8: Indemnification and Insurance Requirements ..... 4

    Section 2.9: Bonding Requirements ..... 4

    Section 2.10: Delivery Requirements ..... 4

    Section 2.11: Acceptance of Goods or Services ..... 4

    Section 2.12: Warranty Requirements ..... 4

    Section 2.13: Licensure..... 5

    Section 2.14: Preparation of Bid Response ..... 5

    Section 2.15: Permits, Liquidated Damages and Impact Fees..... 8

    Section 2.16: Permits, Liquidated Damages and Impact Fees..... 8

SECTION 3 – STATEMENT OF WORK..... 9

SECTION 4 – GENERAL TERMS AND CONDITIONS..... 11

SECTION 5 – PRICING/ CERTIFICATIONS/ SIGNATURES ..... 14

ATTACHMENTS..... 17

*BIDDER’S PERSONNEL FORM*..... 17

*PROJECT REFERENCE FORM* ..... 18

*SAMPLE CONTRACT* ..... 19

**Section 2.1: Purpose**

The purpose of this solicitation is to provide for the construction of an ADA ramp leading to an existing pavilion located at PEAR Park within Lake County, Florida.

**Section 2.2: Designated Procurement Representative**

Questions concerning any portion of this solicitation shall be directed in writing [fax and e-mail accepted] to the below named individual who shall be the official point of contact for this solicitation. Questions should be submitted no later than ten (10) working days before the bid due date.

Barnett Schwartzman  
Lake County BCC  
Procurement Services  
315 W. Main Street, Room 416  
PO BOX 7800  
Tavares, FL 32778-7800  
Fax : 352.343.9849  
E-mail: bschwartzman@lakecountyfl.gov

No answers given in response to questions submitted shall be binding upon this solicitation unless released in writing as an addendum to the solicitation by the Lake County Department of Procurement Services.

**Section 2.3: Method of Award**

The Contract will be awarded to the lowest responsive and responsible bidder, as determined to be in the best interest of Lake County. After the Architect submits its recommendation, the County shall award the Bid in accordance with State Law and the Lake County Procurement Policy.

To be considered a “responsible” bidder under this solicitation, the vendor must meet the following qualification standards:

1. Must have successfully completed at least three similar projects in the last three years
2. Must have been successfully performing similar project effort for the last five years
3. Must currently hold all required licenses for the project described in this ITB

Should the successful bidder default by not furnishing surety as specified, then the next low bidder in order of bid price shall then be considered the lowest Bidder. Should this Bidder also default, then the next low bidder shall be considered. In each case, any bidder which defaults shall forfeit its bid guarantee.

The successful bidder shall sign a Contract with the County based on the attached Lake County Agreement which is not negotiable. Signature requirements shall be the same as those for signing the Bid Form.

**Section 2.4: Pre-Bid Conference / Site Visits**

A pre-bid conference and site visit will be held on March 16, 2010 at 2:00 PM to discuss the special conditions and specifications included within this solicitation. Potential Bidders are requested to bring this solicitation document to the conference, as additional copies may not be available. The conference will be held on-site at PEAR Park. The address of the park is 5336 University Avenue, Leesburg, FL, 34748.

**Section 2.5: Contract Performance Period**

As specified in the attached contract, the final completion date will be forty-five (45) calendar days from issuance of the Notice to Proceed.

If the Contractor can complete the work in less than forty-five (45) calendar days, the Contractor shall state an earlier construction completion date in its response to the ITB. Time of completion will be considered but will be a determining award factor only in the event of tie bids.

**Section 2.6: Option to Renew and Associated Price Adjustment**

Not applicable to this solicitation

**Section 2.7: Method of Payment**

As specified in the attached contract.

**Section 2.8: Indemnification and Insurance Requirements**

As specified in the attached contract.

**Section 2.9: Bonding Requirements**

Bonds are not required under this solicitation and resulting contract.

**Section 2.10: Delivery Requirements**

As specified in attached contract

**Section 2.11: Acceptance of Goods or Services**

As specified in the attached contract.

**Section 2.12: Warranty Requirements**

As specified in the attached contract