



LAKE COUNTY
FLORIDA

INVITATION TO BID (ITB)

INSTALL SHELTER AND WALKWAY AT LAKE IDAMERE PARK

ITB Number: 11-0205 Contracting Officer: B. Schwartzman
Bid Due Date: November 17, 2010 Pre-Bid Conf. Date: See Section 1.4
Bid Due Time: 3:00 PM ITB Issue Date: October 28, 2010

TABLE OF CONTENTS	
SECTION 1: Special Terms and Conditions	2
SECTION 2: Statement of Work	14
SECTION 3: General Terms and Conditions	17
SECTION 4: Pricing/Certifications/Signatures	21
SECTION 5: Attachments	24

AVAILABILITY OF SPECIFIC SOLICITATION DOCUMENTS IS AS DESCRIBED BELOW:

Front End Documents, Contract for Construction, Drawings and Specifications may be picked up at:
Romine Reprographics
515 North Park Ave.
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 Office of Procurement Services within ten (10) working days after the official bid due date. When counter-signed by an authorized County representative, this document and any specifically identified attachments may form the contract document binding the parties to all performance specified herein.

Vendors shall complete and return the entirety of this ITB Document, and attach all other information requested in this ITB document (See Provision 1.13). 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: _____

Section 1.1: Purpose

The purpose of this solicitation is to establish a contract for construction of a 30 x 30 shelter and associated walkway in accordance with the project drawings and specifications at Lake Idamere Park located in Lake County, Florida. Vendors are advised that this procurement action will be formalized via a short-form construction contract tailored to the specific project requirements.

Section 1.2: 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. To ensure reply, questions should be submitted no later than five (5) working days before the bid due date.

B. Schwartzman, Procurement Services Director
Lake County BCC
Procurement Services office
315 W. Main Street, Room 416
PO Box 7800
Tavares, FL 32778-7800

Phone : 352.343.9424
Fax : 352.343.9473
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 Procurement Services office.

Section 1.3: Method of Award - To a Single Vendor

Award of this contract will be made to the lowest priced, responsive, responsible vendor which submits an offer in response to this solicitation. To be considered responsible, a vendor must have successfully completed work similar to that required under this solicitation for a public sector entity within the past three years.

Section 1.4: Examination of Site (Mandatory)

Prior to submitting its offer, the vendor is required to visit the site of the proposed work and to become familiar with any conditions which may in any manner affect the work to be done or affect the equipment, materials and labor required. The vendor is also required to examine carefully the drawings and specifications and be thoroughly aware regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowances will be made because of lack of knowledge of these conditions. Receipt of bid response from a bidder will serve as confirmation to the County that the bidder has inspected the site and shall present no claim arising from site conditions.