



OCT 2, 2012 PUR-9
PROVIDED BY
STEPHANIE TOOTHAKER

INVESTIGATIONS & ENFORCEMENT SERVICES (IES)
PERMITTING LICENSING AND CONSUMER PROTECTION DIVISION
1 North University Drive, Building B ~ Plantation, FL 33324-2038 ~ Phone (954) 765-4400

DATE: July 17, 2012
FOR: LICENSE REQUIREMENTS
FROM: DAVID BURGUENO, CHIEF INVESTIGATOR
CONTRACTOR LICENSING & ENFORCEMENT UNIT X9849
SUBJECT: **STORM STRUCTURE SERVICE MAINTENANCE**
(ANNUAL CONTRACT) ITB # 423-11009

The licensing requirement for the above referenced project contractor or subcontractor must possess one (1) of the following licenses and State Registration (if applicable), and provide such to County as follows:

STATE: CERTIFIED GENERAL CONTRACTOR; OR
CERTIFIED PLUMBING CONTRACTOR; OR
CERTIFIED UNDEGROUND UTILITY AND EXCAVATION CONTRACTOR; OR

BROWARD COUNTY:
CERTIFIED BUILDING CONTRACTOR CLASS "A"; OR
(MUST BE REGISTERED WITH THE STATE)
CENTRAL MASTER PLUMBER; OR
(MUST BE REGISTERED WITH THE STATE)
GENERAL ENGINEERED CONSTRUCTION BUILDER; OR
PRIMARY PIPELINES (WATER, SEWER, DRAINAGE)—CLASS "A"

Please note that all work not within the scope of the above contractor should be completed by a licensed subcontractor. All contractors must have current liability insurance and workers compensation, or proof of exemption from workers compensation.

Should you have further inquiry please contact me at 954-765-4400

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ITB # 423-11009

TITLE: Storm Structure Service Maintenance (Annual Contract)

PART I - INFORMATION SPECIAL CONDITIONS

01. PURPOSE

The City of Fort Lauderdale, Florida (City) is seeking bids from qualified bidders, hereinafter referred to as the Contractor, to provide an annual contract for Maintenance Services of City owned structures and appurtenances known in the industry as; Catch Basins, Inlets, Manholes, Pipe Outfalls, Storm Valves (various designs), Pollution Control Devices and Drainage Wells for the City's Public Works Department, in accordance with the terms, conditions, and specifications contained in this Invitation To Bid (ITB).

02. INFORMATION OR CLARIFICATION

For information concerning procedures for responding to this solicitation, contact Procurement Specialist II, Bob McKenney at 954.828.5139 or email at rmckenney@fortlauderdale.gov. Such contact shall be for clarification purposes only.

For information concerning technical specifications please utilize the question / answer feature provided by BidSync at www.bidsync.com. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync Site). Contractors please note: No part of your bid can be submitted via FAX. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid will be considered evidence that the Contractor has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire bid response must be submitted in accordance with all specifications contained in this solicitation.

It is the sole responsibility of the Contractor to ensure that their bid is submitted electronically through BidSync at www.bidsync.com or reaches the City of Fort Lauderdale City Hall, Procurement Services Division, 6th floor, Room 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301 in a sealed envelope marked on the outside with the ITB solicitation number and Contractor's name, no later than the time and date specified in this solicitation.

03. TRANSACTION FEES

The City of Fort Lauderdale uses BidSync (www.bidsync.com) to distribute and receive bids and proposals. There is no charge to vendors/contractors to register and participate in the solicitation process, nor will any fees be charged to the awarded contractor.

04. PRE-BID CONFERENCE AND/OR SITE VISIT

There will not be a pre-bid conference or site visit for this Invitation to Bid.

05. ELIGIBILITY

To be eligible for award of a contract in response to this solicitation, the Contractor must demonstrate that they have successfully completed services, as specified in the Technical Specifications / Scope of Services section of this solicitation are normally and routinely engaged in performing such services, and are properly and legally licensed to perform such work. In addition, the Contractor must have no conflict of interest with regard to any other work performed by the Contractor for the City of Fort Lauderdale. Have no violations in the past three

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~~years~~. Have a minimum of six employees. **Own a minimum of three permitted vacuum vehicles that can perform the bided activities.** Must operate within the tri-County area. (Dade, Broward and Palm Beach)

06. **PRICING/DELIVERY**

Contractor must quote a firm, fixed annual price for all services stated in the ITB, **which includes any travel** associated with coming to the City of Fort Lauderdale.

Failure to provide costs as requested in this ITB may deem your bid non-responsive.

07. **BID DOCUMENTS**

The Contractor shall examine this bid carefully. Ignorance of the requirements will not relieve the Contractor from liability and obligation under the Contract.

08. **AWARD**

Award will be made to the responsive and responsible bidder, quoting the lowest price, for the product/service that will best serve the needs of the City of Fort Lauderdale.

The City reserves the right to waive minor variations in the specifications and in the bidding process. The City further reserves the right to accept or reject any and/or all bids and to award or not award a contract based on this bid solicitation.

09. **GENERAL CONDITIONS**

General Conditions Form G-107 Rev. 12/11 (GC) are included and made a part of this ITB.

10. **NEWS RELEASES/PUBLICITY**

News releases, publicity releases, or advertisements relating to this contract or the tasks or projects associated with the project shall not be made without prior City approval.

11. **CONTRACTORS' COSTS**

The City shall not be liable for any costs incurred by proposers in responding to this solicitation.

12. **RULES AND SUBMITTALS OF BIDS**

The signer of the bid must declare that the only person(s), company or parties interested in the proposal as principals are named therein; that the bid is made without collusion with any other person(s), company or parties submitting a bid; that it is in all respects fair and in good faith, without collusion or fraud; and that the signer of the bid has full authority to bind the principal bidder.

13. **CONTRACT PERIOD**

The initial contract term shall commence upon date of award by the City, and shall expire one year from that date. The City reserves the right to extend the contract for three, additional one year terms, providing all terms conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the City as authorized by the awarding authority. The extension period shall not extend for more than ninety (90) days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the City.