



# City of Miami

## NOTICE TO CONTRACTORS

ITB NO: 18-19-039

### **DOUGLAS PARK COMMUNITY CENTER - D2 B-40581**

**Sealed Bids must be delivered to the Office of the City Clerk, City Hall, 3500 Pan American Drive, Miami, Florida 33133 by 2:00 p.m., on October 9, 2019** ("Bid Submittal Due Date"). Any Bids received after the above date and time or delivered to a different address, department, or location will not be considered.

ITB documents may be obtained on or after September 9, 2019, from the City of Miami, Office of Capital Improvements (OCI) webpage at <http://www.miamigov.com/MiamiCapital/NewBidsandProposals.html>.

**Scope of Work:** The Work consists of, but is not limited to, the construction of a new single story +/- 12,200 square feet ("sf") (5,900 sf interior and 6,300 sf exterior) Community Center Building; prepare underlying and adjacent grade. Environmental remediation and monitoring will be required for all excavations beyond 12" in depth.

**Interior Areas:** Multi-purpose room, Flex Room, Park Manager's Office, Neighborhood Enhancement Team ("NET") office, Interior Storage, Mechanical Room, Electrical Room, Information Technology ("IT") Room, Warming pantry/lounge, Women's restroom, Men's restroom, and a Janitor's closet. All work shall comply with Americans with Disabilities Act ("ADA"). Installation of systems is related with architecture, structure, plumbing, mechanical, electrical and fire alarm. Included but not limited to installation of piles, grade beams, walls, roofs, windows, doors, fixtures, partitions, accessories, counter tops, lighting, ventilation, plumbing, metal vents, hose bibs, as well as wall, floor and ceiling finishes.

**Exterior Areas:** Central Courtyard, Activity Plaza, Exterior Storage. The full scope of the Work is detailed in the Contract Documents. Construction of new building with accessible walkways all around the new building as per plans. Provide sod as indicated in landscape plans.

The full Scope of Work is detailed in the Contract Documents.

**Minimum Requirements:** Prospective Bidders shall, as of the Bid Due Date:

- A.** Have a current **Certified General Contractor ("CGC")** license from the State of Florida **AND** have a minimum of five (5) years' experience **under its current business name**.
- B.** The General Contractor shall have experience as the Prime Contractor for at least three (3) completed projects of similar scope and complexity within the last five (5) years. The reference projects must consist of the following components: institutional/commercial facilities. The General Contractor must have a proven track record of coordination of the trades required for structural, mechanical, plumbing, and electrical work required for the construction.

Submitted reference projects, utilizing **Form ITB-GCR**, must demonstrate that the General Contractor: i) was the General Contractor for the project; ii) self-performed at least thirty percent (30%) of the physical labor construction work for the project.

**The City reserves the right to request additional/supplemental information and/or contact listed persons pertaining to Bidder's experience/minimum requirements.** It is the sole responsibility of



Bidders to ensure the receipt of all addenda. Therefore, it is recommended that firms periodically check the OCI webpage for updates through the issuance of addenda. The Department of Procurement has scheduled a **Voluntary Pre-Proposal Conference**, on **September 18, 2019**, at 3:00 p.m. EST, at 444 SW 2nd Avenue, 6th Floor, 602 South Conference Room, Miami, FL 33130. Any Bidders not attending the Pre-Bid Conference will not be precluded from submitting a Bid. The City of Miami reserves the right to accept any Bids deemed to be in the best interest of the City, to waive any minor irregularities, scrivener's errors, omissions, and/or technicalities in any Bids, or to reject any or all Bids and to re-advertise for new Bids, in accordance with the applicable sections of the Florida Statutes, the City Charter and Code, and this ITB.

All bids shall be submitted in accordance with Section 1, "Instructions for Submission." **Bidders must be submit one (1) original, unbound bid package, and one (1) electronic bid package on a CD or USB Drive in SEARCHABLE .pdf format**, at the time, date, and location indicated where bids will be publicly opened. Failure to submit one (1) original full set may result in the bid being deemed non-responsive. The responsibility for submitting a Bid before the stated time and date is solely and strictly that of the Bidder. The City is not responsible for any delay, late, misdelivered, or non-delivered Bids, no matter the cause. Bidders assume all risk for any delay or mistake.

**PROPOSERS ARE ADVISED THAT PROPOSALS OR BIDS SUBMITTED WITH IRREGULARITIES, DEFICIENCIES, AND/OR TECHNICALITIES THAT DEVIATE FROM THE MINIMUM SUBMISSION REQUIREMENTS OF A REQUEST FOR QUALIFICATIONS (RFQ), REQUEST FOR PROPOSALS (RFP), INVITATION TO BID (ITB), INVITATION FOR BIDS (IFB), INVITATION TO QUOTE (ITQ), REQUESTS FOR LETTERS OF INTEREST (RFLI), AND REQUEST FOR SPONSORSHIPS (RFS) SHALL RESULT IN A NON-RESPONSIVE DETERMINATION. ANY SOLICITATION ISSUED AFTER MAY 6, 2019 SHALL COMPLY WITH APM 2-19. APM 2-19 IS EXPRESSLY INCORPORATED BY REFERENCE, AND MADE A PART OF THIS SOLICITATION AS IF SET FORTH IN FULL. ONLY MINOR IRREGULARITIES, DEFICIENCIES, AND TECHNICALITIES MAY BE ALLOWED TO BE TIMELY CURED BY PROPOSERS AT THE SOLE DISCRETION OF THE CITY. MATERIAL IRREGULARITIES, DEFICIENCIES, AND TECHNICALITIES CANNOT BE CURED BY THE PROPOSER/BIDDER, AND ARE NOT WAIVABLE BY THE CITY.**

**BIDDERS ARE HEREBY ADVISED THAT THIS ITB IS SUBJECT TO THE "CONE OF SILENCE," IN ACCORDANCE WITH ORDINANCE NO. 12271, CODIFIED AS SECTION 18-74, CITY OF MIAMI CODE, AS AMENDED.**