

## INVITATION TO BID No.: 17-18-058

### NOTICE TO CONTRACTORS

Sealed Bids will be received by the **City of Miami, Office of the City Clerk, City Hall, 1<sup>st</sup> Floor, 3500 Pan American Drive, Miami, Florida 33133-5504** for:

#### **METROMOVER STATION ACCESS IMPROVEMENTS – PROJECT No.: B-183614**

**Issue Date: October 3, 2018**

**Bid Due Date: November 6, 2018, at 2:00 p.m. (Local Time)**

**Scope of Work:** The Work consists of furnishing all materials, labor, and equipment necessary for pedestrian crossing at various streets including pavement markings, Americans with Disabilities Act (ADA) ramps, sign installation and some signal work.

The full Scope of Work is detailed in the construction drawings.

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

- A.** Have a current **Certified General Contractor** license from the State of Florida; Prequalification with the Florida Department of Transportation (FDOT) is preferred, but not required; **and in addition:**
- B.** Must demonstrate that it has full-time key personnel with the necessary experience to perform the Project's Scope of Work. This experience shall include work in successfully completed projects performed by the expressly identified key personnel whose bulk of work (at minimum fifty-one percent (51%) of the work) is performed in roadway/horizontal projects similar to the Project's Scope of Work described in these Solicitation Documents. Bidder shall demonstrate the required experience by providing a detailed description of at least three (3) projects whose scope included the construction of roadway/horizontal projects involving public right-of-way, construction/installation/repair/replacement of drainage system pipes and maintenance of vehicular traffic, which are similar to the Project's Scope of Work described in this Solicitation Document and in which the Bidder's identified key personnel is currently actively engaged or has completed the work, which has been accepted by the Owner, within the past five (5) years. List and describe the aforementioned projects and indicate whether the Work was performed for the City, and/or other government agencies as clients, or private entities. Agency and/or entity and project names / numbers shall be included. The description must identify and describe for each project:
  - a) The identified key personnel and their assigned roles and responsibilities for the listed project, key personnel include, without limitation, the Contractor's Project Manager and the Construction Manager or Construction Supervisor;
  - b) The client's name and address including a contact person, email address, and phone number for reference verification;
  - c) Description of Work;
  - d) Total dollar value of the Contract;
  - e) Contract duration;
  - f) Statement or notation of whether Bidder's identified key personnel is/was employed by the Prime Contractor or Subcontractor; and
  - g) For completed projects, provide letters of certification of final acceptance or similar project closure documentation issued by the client and include available Contractor's performance evaluations.

Submitted reference projects must demonstrate that the Bidder: i) was the Prime Contractor for the project; and ii) self-performed at least thirty percent (30%) of the physical labor construction work for the

project. The Selected Bidder, hereinafter referred to as “Contractor,” must self-perform 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.**

The Department of Procurement (Procurement) has scheduled a **Voluntary Pre-Bid Conference** to be held on the following date, time, and location:

**Location: Miami Riverside Center  
444 SW 2<sup>nd</sup> Avenue, 6<sup>th</sup> Floor – South Conference Room  
Miami, Florida 33130**

**Date/Time: October 12, 2018 at 3:00 p.m. (Local Time)**

The provisions of FHWA-1273 and LAP Divisions 1 Specifications (Off-System) are hereby attached and made a part of the Contract documents. All work associated with this Project must adhere to the terms and requirement of this Contract.

The bid documents, including plans, may be obtained by visiting the Office of Capital Improvements (OCI) webpage: <http://www.miamigov.com/MiamiCapital/NewBidsandProposals.html>.

**It is recommended that firms periodically check OCI’s webpage for updates and the issuance of addenda. It is the sole responsibility of each prospective Bidder to ensure the receipt and understanding of all addenda.**

All bids shall be submitted in accordance with the Instructions to Bidders identified in Section 2, Instructions for Submission. **Bidders must submit one (1) unbound original signed bid package and one (1) electronic bid package on a CD or USB Drive in 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. **Any bids received after the time and date specified will be rejected and will not be considered.** The responsibility for submitting a bid before the indicated time and date is solely and strictly that of the Bidder. The City is not responsible for any delay regardless of the cause. Bidder assumes all risk for any delay or mistake. **BIDDER IS HEREBY ADVISED THAT THIS INVITATION TO BID IS SUBJECT TO THE "CONE OF SILENCE," IN ACCORDANCE WITH ORDINANCE NO. 12271, Section 18-74, CITY OF MIAMI CODE, as amended.**

**Proposed Solicitation, Due Diligence and Award Schedule**

The chart below reflects the projected Solicitation, Due Diligence and Award Schedule for ITB 17-18-058 – Metromover Station Access Improvements – Project No.: B-183614.

<b>Proposed Solicitation, Due Diligence and Award Schedule</b>		
1.	ITB Advertised to the Public	<b>October 3, 2018</b>
2.	Pre-Bid Conference	<b>October 12, 2018</b>
3.	Last Day to Submit RFIs to the City	<b>October 22, 2018</b>
4.	Bids Due Date to the City	<b>November 6, 2018</b>
5.	Completion of Due Diligence Re: Lowest Responsive and Responsible Bidder	<b>November 20, 2018</b>
6.	Receive from FDOT Concurrence of Award to Lowest Responsive and Responsible Bidder	<b>November 27, 2018</b>

7.	Place Award of Contract on City Commission Agenda	December 13, 2018
8.	Receive Signature Pages, Corporate Resolutions and Payment Performance Bonds from Contractor	December 20, 2018
9.	Route for Contract for Execution by City Officials	December 21, 2018

Dates reflected in this chart may be altered, if in the best interest of the City.