



TOWN OF MEDLEY, FLORIDA

7777 N.W. 72nd Avenue, Medley, Florida 33166

Tel: 305-887-9541, Fax: 305-882-1491

www.townofmedley.com

INVITATION TO BID

ALL INTERESTED PARTIES:

Notice is hereby given that the Town of Medley, Florida, hereinafter referred to as the Town, will receive sealed Bids at the Town Clerk's office at the Medley Municipal Services Facility, 7777 N.W. 72nd Avenue, Medley, Florida 33166, for:

CONSTRUCTION OF:

**ITB 2016-003
Public Services Facility**

The Contractor must furnish all supervision, labor, materials, tools, equipment, and performing all operations required to construct the Town of Medley Capital Improvements Project Number WS-0106.

Town of Medley Public Works Facility planning Site Improvements.

The work shall include demolition and removal of concrete slabs, bins, asphalt surfaces and aluminum shade structure.

Construction and installation of new slabs, concrete bin, fence with rolling access gate, Pre-engineered Metal Building, and parking stripes.

Sealed Bids must be received and time stamped by the Town Clerk, either by mail or hand delivery, no later than 3:00 p.m. local time on July 26, 2016. A public opening will take place at or before 3:05 p.m. at the Council Chambers at the Medley Municipal Services Facility, 7777 N.W. 72nd Avenue, Medley, Florida 33166 on the same date. Any Bids received after 3:00 p.m. local time on said date will not be accepted under any circumstances and will be returned to the Bidder unopened. The stated time and date is solely and strictly the responsibility of the Bidder. The Town is not responsible for delays caused by mail, courier service, including United States Mail, or any other occurrence. Any uncertainty regarding the time a Bid is received will be resolved against the Bidder.

Bidders may inspect the applicable Bid requirements, drawings, specifications, and other contract documents at the office of the Town Clerk at the Medley Municipal Services Facility, 7777 N.W. 72nd Avenue, Medley, Florida 33166.

A Pre-Bid Conference will be held on July 7th, 2016 at 11:00am in the Council Chambers at the

Medley Municipal Services Facility, 7777 N.W. 72nd Avenue, Medley, Florida 33166. The purpose of the Pre-Bid Conference is to discuss the contents of this Invitation to Bid and Bidder's inquires.

Copies of the RFP, Registered Plan Holder Information form and all other solicitation related documents will **only** be made available on the Town's website <http://www.townofmedley.com>, and selecting "Open Bid Invitation". All related questions regarding the RFP should be addressed to bidinfo@townofmedley.com. All interested plan holders MUST be registered prior to submittal of any RFIs.

A Bid Guaranty of five percent (5%) of the bid amount will be required with the Bid. The Successful Bidder will also be required to furnish Performance and Payment Bonds, each in the amount of one hundred percent (100%) of the Contract amount.

The Town reserves the right to reject any or all Bids, to re-advertise for Bids or take such other actions as the Town Council may deem to be in the best interests of the Town.

The Town of Medley is an Equal Opportunity Employer and encourages the participation of Disadvantaged Business Enterprises (DBE) and Minority Business Enterprises (MBE).

Pursuant to subsection (t) "Cone of Silence" of Section 2-11.1 "Conflict of Interest and Code of Ethics Ordinance" of Miami Dade County, public notice is hereby given that a "Cone of Silence" is imposed concerning this solicitation. The "Cone of Silence" prohibits communications concerning RFP's, RFQ's or Bids, until such time as the Town Engineer on behalf of the selection committee makes a written recommendation to the Town Council concerning the solicitation.

Failure to comply with the "Cone of Silence" may result in the rejection of a Response. For additional information concerning the "Cone of Silence please refer to Section 2-11.1 of Miami Dade County Code.

This Notice of Bid Invitation dated at Medley, Florida this 9 day of June, 2016

Herlina Taboada, Town Clerk