



**Hallandale Beach**  
PROGRESS. INNOVATION. OPPORTUNITY.

**INVITATION TO BID (ITB)  
BID # FY 2015-2016-021**

**SIDEWALK REPAIRS AND OTHER RELATED SERVICES**

**EXHIBIT I SCOPE OF WORK**

**PREPARED BY:  
CITY OF HALLANDALE BEACH  
DEPARTMENT OF PUBLIC WORKS AND  
PROCUREMENT DEPARTMENT**

<b>TABLE OF CONTENT</b>	
<b>EXHIBIT I</b>	
<b>COVER PAGE</b>	<b>1</b>
<b>TABLE OF CONTENT</b>	<b>2</b>
<b>INTRODUCTION/INFORMATION</b>	<b>3-4</b>
<b>MINIMUM QUALIFICATION REQUIREMENTS</b>	<b>5-9</b>
<b>ADDITIONAL BACKGROUND</b>	<b>9</b>
<b>SCOPE OF WORK – TECHNICAL SPECIFICATIONS</b>	<b>10-27</b>
<b>PRICE SHEET</b>	<b>28-33</b>
<b>COST PROPOSAL</b>	<b>34</b>
<b>CONTRACT TERMS</b>	<b>35</b>
<b>METHOD OF AWARD</b>	<b>36</b>
<b>CONFLICT OF INTEREST</b>	<b>36</b>
<b>INSTRUCTION FOR SUBMITTAL OF RESPONSES</b>	<b>36</b>
<b>REFERENCES</b>	<b>37</b>
<b>DEFINITIONS</b>	<b>37-39</b>
<b>SUBMITTAL DUE DATE</b>	<b>40</b>
<b>NON-MANDATORY PRE-PROPOSAL CONFERENCE</b>	<b>40</b>
<b>LAST DAY FOR QUESTIONS</b>	<b>40</b>
<b>BUDGET/FUNDING AVAILABLE FOR THIS PROJECT</b>	<b>41</b>
<b>BID BOND</b>	<b>41</b>
<b>PERFORMANCE AND LABOR MATERIAL PAYMENT BONDS</b>	<b>41</b>
<b>TENTATIVE SCHEDULE</b>	<b>42</b>
<b>CITY ADMINISTRATORS</b>	<b>43</b>
<b>EXHIBIT II</b>	
<b>GENERAL TERMS AND CONDITIONS</b>	<b>2-14</b>
<b>FORMS</b>	<b>15-25</b>
<b>AGREEMENT</b>	<b>26-66</b>
<b>EXHIBIT III</b>	
<b>CITY OF HALLANDALE BEACH LOCAL VENDOR PREFERENCE</b>	<b>2-7</b>
<b>EXHIBIT A - CURB AND GUTTER DRAWINGS</b>	
<b>EXHIBIT B - PEDESTRIAN RAMPS</b>	
<b>EXHIBIT C - PLANTING DETAIL DRAWINGS</b>	
<b>EXHIBIT D - SIDEWALK DETAILS DRAWINGS</b>	

---

## INTRODUCTION / INFORMATION:

### **PURPOSE:**

The City of Hallandale Beach is seeking sealed bids from licensed contractor(s) for a three (3) year contract on an as needed basis by the City in full accordance with the specifications, terms and conditions as stipulated in the Bid from a contractor that will give prompt and efficient service.

The respondent must be a licensed contractor that provides the following disciplines:

- Temporary Facilities and Construction Site Safety
- Poured Concrete (Sidewalks & Handicap Ramps & Curbs)
- Protection of Storm Drains
- Concrete Curb and Gutter
- Tree Removal & Preservation
- Sod Installation
- Asphalt Pavement
- Irrigation
- Fencing Installation /Repairs
- Sign Relocation
- Utility Box Adjustment
- Pressure Cleaning

The services to be provided are:

1. On an as needed basis. These services are to be provided when the Project Manager provides a list of request via email. A two (2) business day response time is required for services.
2. The Contractor will be given a two (2) days' notice prior to the notice via email for the services, at which time Contractor will commence operations and perform the work in accordance with the agreement and the plans and specifications until all work authorized on said list(s) is completed.

This Bid is composed of the following items and Exhibits which all vendors must review prior to submittal of your firm's response.

---

All the following Exhibits are found in the City's website at [www.cohb.org/solicitations](http://www.cohb.org/solicitations)

- Exhibit I: Scope of Services
- Exhibit II: General Terms and Conditions, Forms and Agreement
- Exhibit III: Local Vendor Preference
- Exhibit A: Curb and Gutter Drawings
- Exhibit B: Pedestrian Ramps
- Exhibit C: Planting Detail Drawings
- Exhibit D: Sidewalk Details Drawings

Pursuant to Florida Statute Section 218.80, the City hereby discloses that the following licenses, permit and fees and their costs are issued by the City for construction. The licenses, permits and fees applicable to this project are within the link found below and must be obtained and/or paid by the awarded Contractor. The successful Contractor is responsible to identify and obtain all applicable licenses, permit and pay all such related fees. The costs of all licenses, permits and their respective fees applicable to this project are to be secured and paid for by the Contractor and will be reimbursed by the City for their actual cost.

<http://www.cohb.org/DocumentCenter/View/10938>

**Minimum Qualification Requirements – MQRs:**

This Bid contains Minimum Qualification Requirements (MQRs) which the proposing firm must meet in order for the firm's response to be considered and to be evaluated. Firm(s) that do not comply with the outline below will be determined non-responsive and disqualified from the evaluation/bidding process and not be considered. Ensure the MQRs below are easily found and clearly addressed within your firm's response. The firm awarded the Contract will be required to maintain the Minimum Qualification Requirements during the term of the Contract and any contract renewals.

**Non-Mandatory Pre-Bid Conference**

For this project the City is holding a non-mandatory pre-bid conference. The Pre-Bid Conference is held to explain in detail Exhibits I-III, which makes up the Bid for this project. Firms interested in proposing and responding to this Bid must send the appropriate person from your firm that will be responsible for preparing the response to the Bid. During this meeting, the scope of work will be explained. The Pre-Bid Conference presents the opportunity for firms to clarify anything within the Bid and to ask questions directly to City Staff.

---

## MINIMUM QUALIFICATION REQUIREMENTS:

All firms responding to this Bid, in order to be eligible to respond to this Bid, must demonstrate and meet and submit with firm's response all of the Minimum Qualification Requirements (MQRs) stated below. Proposing firm must meet the MQRs stated below in order to be eligible for your firm's submittal.

Your firm's non-compliance to the outline below and/or submittal of all the requested MQRs will hinder the ability to find the responses of the MQRs and disqualify your firm. Any firm that does not meet the MQRs below will be determined non-responsive and their response will be disqualified from further review.

Firm must provide a section with your firm's response labeled "Minimum Qualification Requirements" addressing all items stated below by #.

Ensure the MQRs below are easily found and clearly addressed within your firm's response.

All firms within your response being proposed to do the work for this project must provide and meet the (MQRs).

### Minimum Qualification Requirement # 1 Completed Projects:

The proposing firm must have completed three (3) projects for replacement, repairs and installation of new sidewalks and other various services of similar scope of work as referenced in this Bid. Firms must provide a response to this MQR, item 1, by completing the table below. Make sure your firm's response to the MQR # 1 addresses similar projects related to the scope of work as stated in this BID that your firm has done. The Project Manager will be looking for the provision of detailed responses to the MQR # 1 addressing your firm's previous similar projects and experience to the scope of work as outlined in this BID.

BIDDER COMPANY NAME:	
NAME OF THE PROJECT # 1:	
Name of Owner:	
Name of location of project or City where scope of work were performed:	
Description of Project:	
Was Bidder Prime Contractor or Subcontractor?	
a) Length of roadway:	
b) Minor concrete work:	
c) Striping:	
Budget Cost of project:	
Year Project started Month/Year:	
Year Project was completed:	
Manager name at the Project/location:	
Phone # for Manager at the location for where the scope of work was provided:	
Email address for Manager where project was done/completed/services rendered:	
Provide detail information about the scope of work your firm provided during this project. Such must be similar and address the scope of work as required and addressed in MQR # 1, as well as, the scope of work required and addressed in this Bid.	

BIDDER COMPANY NAME:	
NAME OF THE PROJECT # 2:	
Name of Owner:	
Name of location of project or City where scope of work were performed:	
Description of Project:	
Was Bidder Prime Contractor or Subcontractor?	
a) Length of roadway:	
b) Minor concrete work:	
c) Striping:	
Budget Cost of project:	
Year Project started Month/Year:	
Year Project was completed:	
Manager name at the Project/location:	
Phone # for Manager at the location for where the scope of work was provided:	
Email address for Manager where project was done/completed/services rendered:	
Provide detail information about the scope of work your firm provided during this project. Such must be similar and address the scope of work as required and addressed in MQR # 1, as well as, the scope of work required and addressed in this Bid.	

BIDDER COMPANY NAME:	
NAME OF THE PROJECT # 3:	
Name of Owner:	
Name of location of project or City where scope of work were performed:	
Description of Project:	
Was Bidder Prime Contractor or Subcontractor?	
a) Length of roadway:	
b) Minor concrete work:	
c) Striping:	
Budget Cost of project:	
Year Project started Month/Year:	
Year Project was completed:	
Manager name at the Project/location:	
Phone # for Manager at the location for where the scope of work was provided:	
Email address for Manager where project was done/completed/services rendered:	
Provide detail information about the scope of work your firm provided during this project. Such must be similar and address the scope of work as required and addressed in MQR # 1, as well as, the scope of work required and addressed in this Bid.	



---

**Minimum Qualification Requirement # 2: Copy of Sunbiz:**

Provide a copy of the Sunbiz for the proposing firm(s) showing three (3) years' of incorporation as reflected on Sunbiz.org. Firms must have been incorporated through Sunbiz and provide a copy of their firm's Sunbiz with their response showing a "date filed" of year of incorporation of 2013 or earlier. The Sunbiz website is [www.sunbiz.org](http://www.sunbiz.org)

**Minimum Qualification Requirement # 3: Copy of Licenses:**

Proposing firm(s) must provide with submission of Bid response copy(s) of applicable State of Florida General Contractor's License or Paving Contractor's License necessary to perform the work as described in this Bid. All licenses and permits that are applicable to this project must be submitted with the proposal.

**All firm(s) named and providing work under your firm's submission must also submit all forms requested in Exhibit II.**

**All firms that are submitting a response to this Bid, either through Joint Venture, a Joint Collaborative Proposal, etc., must submit a single response proposal. Each firm proposed must be incorporated for three (3) years and must meet all the MQRs.**

**All proposals must be submitted in accordance with the Bid document which may be obtained online at [www.cohb.org/solicitations](http://www.cohb.org/solicitations).**

**ADDITIONAL BACKGROUND INFORMATION:**

The City of Hallandale Beach is a City Manager/City Commission form of government. It serves an area of approximately 4.4 square miles with a population of approximately 37,000 off-season with an increase in population to approximately 50,000 during season. The City's fiscal year begins October 1<sup>st</sup> and ends September 30<sup>th</sup>.

---

## SCOPE OF WORK:

**SECTION 1: GENERAL SCOPE OF WORK** - Contractor will not be required to replace or install less than a combined 100 linear feet of sidewalks within one square mile per task order and /or purchase order.

- A. Contractor shall furnish all materials, labor, equipment, supervision, transportation, permits, licenses, and any incidentals necessary to perform these services as stated herein.
- B. The work includes removal of grass and other materials to prepare the ground for sidewalk installation. Additional tasks will include installation of handicap ramps at intersections of Streets and Avenues where indicated by the City Project Manager. All formwork and site preparation shall be conducted with minimum impact and/or damage to the adjacent properties.
- C. Removal and disposal of existing trees as indicated by the City Project Manager. All trees to remain shall be preserved. See Tree Removal and Preservation Specifications. Size of tree will be paid based on proof from the contractor of size. If proof is not provided, the City's Project Manager will make the determination of size deemed acceptable.
- D. New four and/or six inch thick sidewalks shall be constructed in accordance with Florida Accessibility Code of Building Construction, latest edition, and Section 522 of the FDOT- Standard Specification for Road and Bridge Construction, latest edition and other requirements as required.
- E. Handicap ramps shall be installed at intersections of Streets and Avenues within the Right of Way (ROW) only, per Typical Handicap Ramp Layout Detail as applicable.
- F. Any disturbed swale areas, private property, other public property shall be re-sodded per Sod Specifications and graded properly as per specifications at the Contractor's expense.
- G. Where any existing elevation is lower than proposed sidewalk, lime rock must be spread and compacted to a minimum of 95%. Lime rock may be used where there is no approach and between new sidewalk to fill any gaps. Compacted to avoid settling. Delivery Ticket must be provided to City to determine payment. City Engineer must pre-approve.
- H. Any damage to the roadway, driveway approaches, driveways, abutting sidewalks, aprons surrounding catch basins, manholes, etc. shall be repaired at no expense to the

---

City, if determined by the City to be repairs due to negligence or lack of coordination on the part of the Contractor. Re-paving shall be per Pavement Specifications and Broward County Public Works Manual.

- I. Purchase and installation of Florida #1 Live Oak Trees, Mahogany, Crape Myrtle and/or Silver Buttonwood with 10' to 12' overall height.
- J. Drawings added include the following and is referenced as Exhibits A, B, C & D.
  - 1. Planting Detail
  - 2. Curb and Gutter Drawing
  - 3. Pedestrian Ramps
  - 4. Sidewalk Detail
- K. At the discretion and direction of the City Engineer, each block where new sidewalks are to be installed, surveys will be required to establish R.O.W. centerline and width and/or to establish the required property line for the construction of new sidewalks. This service shall be performed by a Professional Registered Surveyor in the State of Florida.

**SECTION 2: LOCATION OF WORK:**

All work under the contract will be for projects located within the boundaries of the City of Hallandale Beach, Florida.

**SECTION 3: HOURS OF WORK:**

Contractor(s) will perform work Monday through Friday from 8:00 a.m. to 5:00 p.m. excluding holidays unless prior approval is given by City.

**SECTION 4: TEMPORARY FACILITIES AND CONSTRUCTION SITE SAFETY:**

**SECURITY:**

- A. The contractor is responsible for project security. Contractor shall protect and secure the site, materials, and equipment from theft and damage, by whatever means deems effective, at Contractor's cost.

- B. Work site(s) must be protected properly in accordance with all Federal, State, County and Municipal laws and ordinances, at the end of each work day and weekends.

**CONDITIONS:**

- A. Erosion and Sedimentation Control:
1. Prevent the pollution of land, air and water and control the erosion, washout and surface runoff of earth and stockpiled materials.
  2. Fill material shall contain no organic matter other than the normal organic component of topsoil.
  3. Immediately upon completion of final grading, stabilize graded area with temporary or permanent vegetation, mulch, or paving.

**MAINTENANCE OF TRAFFIC:**

- A. Control of vehicles and Persons:
1. Provide trained personnel to assure the orderly flow of vehicular traffic during construction.
  2. Contractor shall submit a Maintenance of Traffic Plan (MOT) for review and acceptance by the Project Manager when required.
  3. Upon completion of work each day the lanes shall be opened to traffic. Lane closure procedures shall be in accordance with F.D.O.T. Standards.
  4. Ensure that private property driveways are usable upon completion of daily work.
- B. Limit of Operations:
1. Any damage or alternations to areas outside limit of operations shall be returned to original condition within 24 hours at no cost to the city.

**PROJECT IDENTIFICATION:**

- A. No signs, or advertisements will be allowed to be displayed on the premises without the approval of the Project Manager.

**PROJECT HOUSEKEEPING:**

A. Trash Disposal

1. Keep adjacent streets and site free from accumulations of waste materials and rubbish.
2. Provide central waste area with containers for at least daily removal.

B. Burning:

1. Do not burn any trash or other material on site.

C. Material Removal/Additional Soil:

1. Excess material, including demolished material, roots from trees, excess earth and excess building materials are property of the Contractor and shall be removed from site daily and legally disposed of.
2. All materials excavated or brought to the project for use/reuse shall be piled within the Public Right-of-Way in a location previously approved by the City.
3. The Contractor shall leave all locations in an acceptable manner once concrete has been poured. Contractor shall coordinate work to ensure that all sites are clean, sodded as required, and acceptable prior to mobilizing to other locations.
4. The Contractor shall replace any sod, concrete and/or asphalt removed, damaged or displaced during demolition or performance of work at Contractor's expense.

**SECTION 5: POURED CONCRETE SIDEWALKS & HANDICAP RAMPS & CURBS:**

**DESCRIPTION:**

- A. Provide poured concrete sidewalks at locations where no sidewalks or ramps exist, per drawings and specifications.
- B. Provide poured concrete sidewalks in locations where existing sidewalk must be replaced, per drawing and specifications.

- 
- C. Provide curb cuts where proposed sidewalks and/or handicap ramps are installed and there is a conflict with existing curbs. Curb cuts shall be per FDOT design standard. All curbs shall be cut and transitioned in an acceptable manner. All surrounding pavement, sod, asphalt shall be restored to the existing elevation at the Contractor's expense.

**QUALITY ASSURANCE:**

- A. Testing and Inspection of Installation.
1. Concrete shall be poured, placed or installed until such time an inspection of all sites have taken place by the City's authorized personnel. Inspections shall be made to verify appropriate compaction of subbase and to check forms for line and grade.
  2. The City will inspect the installation. If any concrete is found to be installed improperly, the Contractor will be required to remove and replace promptly. Upon notifications from the contractor, the City will perform a re-inspection. Should additional concrete be found to be unsatisfactorily installed, and additional inspections required, these inspections shall be at the Contractor's cost, at the discretion of the City.

**PRODUCTS:**

- A. Concrete
1. Forms:  
Steel, wood, or other suitable material of size and strength to resist movement during concrete placement. Confirm to ACI 301.
  2. All Joints if required by City:  
Joints must be scribed to help prevent cracking per FDOT design standards.
  3. Concrete Mix Design:  
Mix concrete shall be provided from a FDOT approved supplier. Mix design certification will be required before the unset of any work.  
Design Mix to produce normal-weight concrete consisting of Portland cement, aggregate and water to produce the following property.
    - a. Compressive strength: 3000 psi, minimum at 28 days
    - b. Slump range: 4" to 6"
    - c. Un-reinforced

- 
- B. Biobarrier:
1. Hort Enterprises – Ft. Lauderdale (954)771-5761 or equal. Twelve inch (12”) wide roll.
- C. Lime Rock – Miami Oolite Formation
1. Lime rock shall be in accordance with FDOT Standard Specifications for Road and Bridge Construction. Section #911 or latest edition. Material shall be fragmented or broken up to such a size that not less than 97% will pass a 3 1/3” sieve.
    - a. Carbonates of Calcium and Magnesium Min. 60.0 or LBR Exceed 150
    - b. Organic Matter Max. 0.05
- D. Detectable Warning Surfaces
1. Cast-In Place type shall be in accordance with ADA Regulation for Detectable Warning on Curb Ramps and shall consist of a surface of truncated domes aligned in a square of radial grid pattern and shall comply with R304.

**EXECUTION:**

- A. Inspect surfaces for conditions that will adversely affect the quality of installation. Do not proceed with the installation until adverse conditions have been corrected.
- B. Compact subbase surface immediately before placing concrete.
- C. Clearing and grubbing, removal and disposal of existing dirt, grass, tree roots.
- D. Replace organic material with clean fill and installed up to 6” lifts and compact to a minimum of 95% compaction. Contractor shall submit type of clean fill for City’s approval prior to construction.
- E. The City has the right to request compaction test at locations chosen by the City. Should compaction tests be found to be unsatisfactory, and additional inspections required, these inspections shall be at the Contractor’s cost, at the discretion of the City.
- F. Concrete finishing:
  - a. Smooth surface by screeding and floating. Produce a uniform texture.
  - b. Work edges of slab to a ½” radius. Eliminate tool marks on concrete surface.
  - c. Broom finish after excess moisture has disappeared

---

**INSTALLATION:**

- A. General: Comply with requirements of the Florida Accessibility Code for Building Construction, latest edition, and Section 522 of the FDOT-SSR&BC, latest edition and other requirement as required.
- B. All sidewalks and ramps shall be four inches (4") or six inches (6") thick across driveways. Driveway approaches, and first five feet (5') of ramps closest to paved roadways shall be six inches (6") thick.
- C. Sidewalk elevation shall be two inches (2") above the crown of the road, at the back side of the sidewalk, and the pitch shall be ¼ inch per foot toward the road. Elevation may be adjusted, based on the existing grade, as approved by the City.
- D. Contractor shall ensure that handicap ramps are installed per FDOT design standards. All modifications to the curb shall match existing curbs and shall be flush without exception.
- E. No wire or wire mesh shall be utilized.
- F. Concrete shall not be poured, placed, or installed until such time as an inspection of all sites has taken place as per **Section 5 QUALITY ASSURANCE. IF ANY WORK OR PORTION OF WORK HAS NOT BEEN INSPECTED AS PER Section 5, THAT PORTION OF WORK SHALL BE IMMEDIATELY REMOVED AND REPLACED ONCE THE INSPECTION HAS BEEN CONFIRMED, AT NO COST TO THE CITY.**
- G. Place concrete using methods which prevent segregation of mix. Consolidate concrete along face of forms and adjacent to transverse joints with internal vibrator. Keep vibrator away from joint assemblies, or side forms. Use only square-faced shovels for hand-spreading and consolidation. Consolidate with care to prevent dislocation of re-enforcing, dowel, and joint devices.
- H. Avoid premature cracking by installing expansions joint where and when required by City.



- 
- I. Utility boxes shall be raised to sidewalk elevations or flushed with sidewalk as to prevent trip hazard. If existing boxes and/or valves are broken prior to installation, the City will supply replacement. If utility boxes are broken during installation Contractor must replace at its own expense.
  - J. Install Biobarrier prior to forming and pouring concrete.
  - K. Install Biobarrier at existing trees and new trees. Length of biobarrier shall be ten feet (10') long centered on the tree by twelve inch (12") deep at one inch – two inch (1"-2") below the top of the sidewalk. **See Section 8** for additional information.
  - L. Concrete shall not be poured, installed or placed around manholes, cleanouts, or other structures until they are at required elevations and alignment. Contractor shall notify the City in writing of manholes, cleanouts, or other items that may require relocation or modification prior to pour.
  - M. All sidewalks that the City has determined to be replaced due to deterioration, cracking, uplifting, improper sloping, misalignments, grade, etc. will be removed and replaced as required by specification.
  - N. Removal of existing sidewalk shall be performed by saw cutting the section of unacceptable sidewalk (as determined by the City) at the nearest acceptable five foot (5') flag. New sidewalk shall be poured in its place as established by specifications.
  - O. All areas where existing sidewalk is to be replaced must be prepared and graded to match adjacent sidewalk flags.
  - P. All replacement sidewalk sections shall be installed to match the existing sidewalk elevation.
  - Q. Contractor shall restore all sites to the pre-existing condition or better, adding sod at Contractor's expense if existing is damaged. If existing site, prior to sidewalk replacement/installation, does not have sod, clean fill (soil) must be added to avoid gaps next to sidewalk.
  - R. Cast-In-Place tactile units shall be used for new ramp locations. On ramps that are perpendicular with curb line, the dome pattern shall be in-line with the direction of travel. On ramps intersecting curbs on a radius, the dome pattern shall be in-line with the direction of travel to the extent practical.

## **SECTION 6: PROTECTION STORM DRAINS**

### **PROTECTION:**

- A. All storm drain inlet must be protected, from sediments entering the storm water conveyance system prior to disturbance of the area.
- B. All sediment and erosion control practices must be in accordance with the Florida Department of Environmental Protection Storm Water Sediment and Erosion Control Manual Section 4.08 (Storm Drain Protection Procedures) (Best Management Practices BMPs).

## **SECTION 7: CONCRETE CURB AND GUTTER**

### **DESCRIPTION:**

- A. All curbs and gutter shall be formed and installed in accordance with State of Florida Department of Transportation Roadway and Traffic Design Standards (FDOT).  
Curb and gutter not installed in accordance with these specifications will be removed and replaced at the expense of the Contractor.
- B. Related work:
  - 1. Clearing and Removal Section 1

### **QUALITY ASSURANCE:**

- A. Testing and Inspection of Installation
  - a. The City will inspect the installation. If any concrete is found to not be installed adequately, the Proposer will be required to remove and replace promptly. Upon notifications from the proposer, the City will perform a re-inspection. Should additional concrete be found to be unsatisfactorily installed, and additional inspections required, these inspections shall be at the Contractor's cost, at the discretion of the City.

---

**PRODUCTS:**

- A. Concrete
1. Forms:  
Steel, wood or other suitable material of size and strength to resist movement during concrete placement. Conform to ACI 301. Height shall be equal to the full depth of the finished sidewalk, curb and gutter with a flat top surface and be inspected and approved by the City prior to pouring.
  2. Concrete Mix Design:  
Mix concrete in accordance with ASTM C94  
Design Mix to produce normal-weight concrete consisting of Portland cement, aggregate and water to produce the following properties:
    - a. Compressive strength: 3000 psi, minimum at 28 days
    - b. Slump range: 4" to 6"
    - c. Air content: 5% to 8%

**INSTALLATION:**

- A. Cast-in-place curb and gutter Type "F" shall be of thickness, size, shape and shall be 24" x 12", including drop curb, transitions, and reconstruction of base where required.
- B. Cast-in-place curb Type "D" shall be of thickness, size, shape and shall be 6" X 12", including drop curb, transitions, and reconstruction of base where required.
- C. Valley-gutter shall be of thickness, size, and shape of standard FDOT gutter.
- D. Curbs shall receive a broom finish. Two 1 ½" PVC sleeves of adequate length shall be provided by the Contractor to go under all required curb and gutter to allow for electrical and water access as applicable.
- E. Gutter elevations shall maintain a consistent elevation with roadway and shall be installed so as not to obstruct the natural flow of run-off in the area.
- F. Sawcuts shall be provided every ten feet (10') to a depth of 1/8" – ¼".

- 
- G. Proposer shall cut the roadway straight and even with asphalt cutting equipment where the curb and gutter meets the existing roadway. Any voids between the new curb and gutter and existing asphalt shall be filled with F.D.O.T. approved asphaltic concrete patch. Concrete voids shall also be filled with F.D.O.T. approved concrete patch.
  - H. Clearing and grubbing, removal and proper disposal of existing curb and gutter. Restoration of sites to pre-existing condition or better, adding sod at Contractor's expense if damaged. Clean fill (soil) (if no pre-existing sod at location) must be added to avoid gaps next to curb.

**SECTION 8: TREE REMOVAL & PRESERVATION:**

**REMOVALS:**

- A. ONLY the trees and/or shrubs that are deemed by the City to interfere with the intent of the contract shall be removed or root pruned as needed. All cost associated with vegetation removal and/or root pruning, trimming, clearing and grubbing, grinding of stumps and roots shall be included with the unit price.
- B. The contractor shall be required to review the site prior to performance of work and ensure no conflicts exists. Any tree in conflict with the expected location of new sidewalk shall be reported to the City for review.
- C. Remove trees and grind stumps and all surface roots to a minimum of 6" below grade.
- D. Restore the location where tree removals take place with soil and sod at grade.

**PRESERVATION:**

The following actions and precautions shall be done to protect any trees that will remain in all of the construction areas during construction. These trees shall be those located near new sidewalk installation.

- A. Root Pruning
  - 1. All existing trees shall be root pruned along the sidewalk prior to sidewalk removal, excavation and installation.
  - 2. The root cutting shall be clean with no tears with root pruning machine.

3. The cut shall extend from the tree out 4 feet minimum in both directions, or as the field may permit to ensure the protection of the tree.
4. The cut shall be 12 inches below grade.
5. The cut shall be no wider than 3 inches.

**B. Protective Barriers**

1. Barriers shall be placed no less than 6 feet around each tree or no less than 1 foot from edge of street, sidewalk or driveway.
2. Barriers shall be a minimum of 4 feet above ground level, constructed of wood, metal or rigid plastic, in the form of a fence. No barrier shall be secured in any way to the tree.
3. Barriers shall be installed prior to construction and remain until the City authorizes their removal.
4. No excess oil, fill, equipment, building materials or debris shall be placed within the barriers.
5. The existing grade within the barrier shall not be changed.

**SECTION 9: SOD & INSTALLATION**

**MATERIALS:**

- A. Sod shall be St. Augustine "Floritam", grade A.
- B. Sod shall be Bahia Sod, grade A.
- C. Sod shall be weed and insect free.

**QUALITY ASSURANCE:**

- A. No sub-par sod, or broken pieces will be accepted, and shall be removed from the site daily.
- B. No yellow sod will be accepted.
- C. Sod shall not be pieced together with scraps that do not have sufficient roots to sustain growth.
- D. Contractor is responsible for his own square foot take-offs to provide 100% sod coverage throughout the scope of the project.

- 
- E. Rejected areas will be removed and replaced immediately, and all sod maintained until final acceptance.

**INSTALLATION:**

Those areas disturbed as a consequence of sidewalk installation and those areas disturbed as a consequence of Contractor mobilization and stock piling shall be restored promptly at Contractor's expense.

The Contractor shall not utilize methods of mobilization or execution of work that impacts private/public areas excessively and/or in a manner that is unacceptable to the City. Contractor shall ensure that all private and/or public areas impacted by the mobilization, stock piling, or lack of coordination as interpreted by the City are restored at no cost to the City.

- A. Only damaged areas of swales or private property shall be replaced. Where sidewalks require to be elevated above existing grade, swales shall be graded to a 12 to 1 fill slope with sod.
- B. Sodded areas shall be graded, raked smooth and rocks or debris removed.
- C. Areas along street and sidewalk shall be graded to 2 inches below that surface so installed sod will be level with that surface.
- D. Sod will be laid tightly together, and cut to a uniform edge along hard surfaces and around trees or palms. The sod around trees or palms shall be laid encircling to within 18 inches, or up to the berm surrounding newly installed trees or palms.
- E. Sod shall be watered within one hour of installation and shall be maintained moist.

**CITY REQUESTED SOD INSTALALTION:**

- A. The City may request the installation of St. Augustine or Bahia sod.

**SECTION 10: PAVEMENT**

**MATERIALS:**

- A. Asphaltic Concrete Type III including Tack Coat.  
B. Concrete 3,000 PSI

**PAVEMENT:**

- A. Pavement repairs of driveway approaches and section of driveways affected by installation of sidewalks shall be re-installed with one and half inch (1-1/2") of asphalt in accordance with the FDOT Manual of Uniform Minimum Standards for Design, Construction & Maintenance for Streets & Highways, latest edition.
- B. Concrete repairs may be limited to damage which results as part of construction and elevation changes of the new sidewalk.
- C. The City may request Contractor to repair any existing driveway approaches that are damaged prior to installation of sidewalk.

**EXECUTION:**

- A Contractor shall repair asphalt/concrete driveway approaches where existing approaches are damaged by the construction process at Contractor's expense. Contractor shall photograph all existing approaches and sidewalks prior to starting construction or risk repairing at his expense.

**QUALITY ASSURANCE:**

- A. Testing and Inspection of Installation
  - 1. The City will inspect the installation. If any asphalt or concrete is found to not be installed adequately, the Contractor will be required to remove and replace promptly. Upon notifications from the contractor, the City will perform a re-inspection. Should additional asphalt be found to be unsatisfactorily installed, and additional inspections are required, these inspections shall be at Contractor's cost, at the discretion of the City.

**SECTION 11: TREES:**

**MATERIALS:**

- A. Live Oaks, Mahogany, Crape Myrtle, Silver Buttons be graded Florida #1 or better.
- B. Ten to Twelve foot (10' – 12') Oaks shall have a minimum spread of five foot (5') and a caliper of two inches (2").

**INSTALLATION:**

- A. Trees shall be installed in a straight line.
- B. Bottom of planting hole shall be scarified to a minimum depth of eight inches (8"), breakthrough and loosen all hardpan (remove if necessary to facilitate drainage).
- C. Set tree level with its original grade or slightly higher no more than 1" to 2".
- D. Backfill planting hole after tree is set with soil consisting of a homogeneous mixture of: 40% sand, 45% peat moss, 15% pine bark and mixed with: 50% with the excavated soil from the planting site.
- E. Tree shall be thoroughly watered in to eliminate any and all air pockets.
- F. A six inch (6") high rim of dirt shall be installed around excavated hole to form a saucer shape, which will hold water around the root ball.
- G. Fertilizer Agriform tablets 20-10-5, six (6) per tree shall be applied during backfilling of hole.
- H. A three inch (3") layer of mulch shall extend from the outside rim to the saucer to three inches (3") away from the base of the tree.
- I. Tree shall be braced using three (3) 2" x 4" x 8" stakes attached with black rubber hose ½" dia. tied with double strand 12 gauge galvanize wire.

**POST MAINTENANCE:**

- A. Contractor is responsible for all maintenance of the tree during the warranty period of the one-year. This includes but is not limited to: weeding, re-mulching, re-staking, pruning, (if required), retention saucer repair, etc.



**SECTION 12: IRRIGATION:**

**CONDITIONS:**

- A. Contractor is responsible for identifying any irrigation piping that residents may have either in the swale or along the existing sidewalk. Any irrigation piping, sprinklers or wiring must be replaced and relocated when lines are encroaching into the (ROW) right-of-way where new sidewalks are to be installed, to the residents' satisfaction.
- B. Contractor shall identify and document all locations and notify the City's authorized personnel of any existing irrigation systems. Documents will be used by the City's authorized personnel for inspection to verify satisfactory repairs or replacements.

**INSTALATION:**

- A. Any piping that is removed shall be replaced with same diameter PVC. Schedule 40 PVC fittings shall be used.
- B. Sprinklers shall be new four inch (4") or less pop-up head with a maximum spray radius of fifteen (15') feet.

**SECTION 13: FENCING:**

**MATERIALS:**

- A. Chain link fabric – Shall be, steel No. 9 gauge wire woven, in a two inch diamond (2") mesh, hot dipped galvanized anchor fence with a zinc coating a minimum of 1.2 ounces per square foot complying with ASTM A-392. Weight of zinc coating shall be determined as defined in ASTM Designation A-90.
- B. Posts and Other Appurtenances - All posts and other appurtenances used in the construction of the fence shall be hot dipped galvanized with a minimum of 1.8 ounces per square foot of surface and black or green vinyl coated. Pipe sections shall conform to the requirements of ASTM Designation A-53. End, line and corner posts shall be two inch (2") O.D. pipe weighing 2.27 lbs. per linear foot.

- 
- C. Railing - All railing inclusive of top, bottom and mid shall be 1-5/8" O.D., pipe weighing 1.43 lbs. per linear foot. Top rail shall be provided with couplings approximately every 20 feet. Couplings are to be outside sleeve type, at least six inches (6") long.
  - D. Fittings - All fittings shall be galvanized malleable iron or pressed steel; all bands shall be beveled edged non-climbable type.

**CONDITIONS:**

- A. Contractor is responsible for identifying any existing fencing that residents may have either in the swale or along the existing sidewalk. Any fencing must be relocated to the City's satisfaction.
- B. Contractor shall identify and document all locations and notify the City's authorized personnel of any existing fences. Documents will be used by the City's authorized personnel for inspection to verify satisfactory re-location.

**INSTALLATION:**

- A. Any fencing that is removed shall be replaced in like material or re-located in compliance with applicable codes and regulations. Shall include disposal of existing fencing and restoration that includes sod.
- B. Contractor shall adjust heights of existing fence gates when the sidewalk elevation conflicts with their use.

**SECTION 14: SIGN RELOCATION:**

**CONDITIONS:**

- A. Contractor is responsible for identifying any existing signs in right-of-way (ROW) that may be in conflict with installation of sidewalk.

**INSTALLATION:**

- A. These signs may include but not limited to: bus stop, regulatory or informational signs, stop signs, speed zone signs, etc. Any signs relocated must be pre-approved by the Project Manager. Signs or facility that have electric are not part of this work.

**SECTION 15: PRESSURE CLEANING:**

**CONDITIONS:**

- A. Brick Pavers or Paver Blocks in area of replacement or installation of sidewalks may require pressure cleaning.
- B. Existing concrete sidewalks in area of installation of sidewalks may require pressure cleaning.

**INSTALLATION:**

- A. Pressure clean brick pavers or paver blocks to high quality-new conditions, with no streaking to remove all dirt, mildew, stains (including oil), gum, tire/location marks, graffiti, etc. Any voids to be filled with clean sand.
- B. Pressure clean concrete sidewalks to high quality-new conditions, with no streaking to remove all dirt, mildew, stains (including oil), gum, tire/location marks, graffiti, etc.

**PRICE SHEET:**

**Vendor shall hold the unit Bid prices firm throughout the Contract period. Vendor guarantees response time necessary to have a crew RETURN to correct unfinished or unsatisfactory services**

**Proposing vendor must completely fill out each column below, unit price and total price. Not applicable or NA is not acceptable and will cause your firm's response to be not accepted.**

ITEM #	DESCRIPTION	PRICE PER UOM	ESTIMATE QUANTITY PER YEAR	UNIT PRICE	TOTAL PRICE
1	Furnish all materials, labor & equipment to <u>saw-cut, remove &amp; replace 4"</u> thick 3000 PSI min. un-reinforced Concrete Sidewalk & compact base to 95% min. (includes restoration - clean fill to avoid gaps & disposal of removed concrete). Damaged sod replaced at Contractor's expense.	SQ. FT.	10,000	\$	\$
2	Furnish all materials, labor & equipment to <u>saw-cut, remove &amp; replace 6"</u> thick 3000 PSI min. un-reinforced Concrete Sidewalk & compact base to 95% min. (includes restoration - clean fill to avoid gaps & disposal of removed concrete). Damaged sod replaced at Contractor's expense.	SQ. FT.	3,000	\$	\$
3	Furnish all materials, labor & equipment to <u>Install New 4"</u> thick 3000 PSI min. un-reinforced Concrete Sidewalk & compact base to 95% min. (includes clearing & grubbing, removal & disposal of dirt, grass, tree root, etc. & restoration at Contractor's expense). Damaged sod replaced at Contractor's expense.	SQ. FT.	2,500	\$	\$

4	Furnish all materials, labor & equipment to <u>Install New 6"</u> thick 3000 PSI min. un-reinforced Concrete Sidewalk & compact base to 95% min. (includes clearing & grubbing, removal & disposal of dirt, grass, tree root, etc. & restoration at Contractor's expense). Damaged sod replaced at Contractor's expense.	SQ. FT.	1,500	\$	\$
5	Furnish all materials, labor & equipment to <u>saw-cut, remove &amp; dispose &amp; replace 6"</u> thick 3000 PSI min. un- reinforced <b>Concrete Driveway Approach</b> & compact base to 95% min. (Includes clearing and grubbing, removal & disposal of dirt, grass, tree root, etc. & restoration at Contractor's expense). Damaged sod replaces at Contractor's expense.	SQ. FT.	500	\$	\$
6	Furnish all materials, labor & equipment to <u>Install New 6"</u> thick 3000 PSI min. un-reinforced <b>Concrete Driveway Approach</b> & compact base to 95% min.		500	\$	
7	Furnish all materials, labor & equipment to <u>replace 6"</u> thick 3000 PSI min. un-reinforced <b>Stamped Concrete</b> & compact base to 95% min.	SQ. FT	500	\$	\$
8	Furnish & Compact Lime Rock to min. 95% to avoid settling. When elevation is too low. Fill any gaps between new sidewalk installation and existing elevation. Delivery ticket must be provided for payment.	CUBIC YD	100	\$	\$

<p><b>9</b></p>	<p>Furnish all materials, labor &amp; equipment to <u>Remove &amp; Replace Type "D" Concrete Curb</u> including drop curb, transitions, &amp; reconstruction of base (includes clearing &amp; grubbing, removal &amp; disposal of existing curb, dirt, grass etc. &amp; restoration at Contractor's expense including fill). Damaged sod replaced at Contractor's expense.</p>	<p><b>LINEAR FT.</b></p>	<p><b>50</b></p>	<p><b>\$</b></p>	
<p><b>10</b></p>	<p>Furnish all materials, labor &amp; equipment to <u>Remove &amp; Replace Type "F" Concrete Curb &amp; Gutter</u> including drop curb, transitions, &amp; reconstruction of base (includes clearing &amp; grubbing, removal &amp; disposal of existing curb, dirt, grass etc. &amp; restoration at Contractor's expense including fill). Damaged sod replaced at Contractor's expense.</p>	<p><b>LINEAR FT.</b></p>	<p><b>100</b></p>	<p><b>\$</b></p>	<p><b>\$</b></p>
<p><b>11</b></p>	<p>Furnish all materials, labor &amp; equipment to <u>Remove &amp; Replace Concrete "Valley-gutter"</u> including drop curb, transitions, &amp; reconstruction of base (includes clearing &amp; grubbing, removal &amp; disposal of existing curb, dirt, grass etc. &amp; restoration at Contractor's expense including fill). Damaged sod replaced at Contractor's expense.</p>	<p><b>LINEAR FT.</b></p>	<p><b>50</b></p>	<p><b>\$</b></p>	<p><b>\$</b></p>
<p><b>12</b></p>	<p>Right-of- Way Survey (to establish property lines)</p>	<p><b>LINEAR FT.</b></p>	<p><b>1,200</b></p>	<p><b>\$</b></p>	<p><b>\$</b></p>

13	Furnish all materials, labor & equipment to Prune Tree Root and installation of Biobarrier (includes restoration - clearing & grubbing, removal of debris, excavation & backfilling). Damaged sod replaced at Contractor's expense.	PER TREE	5	\$	\$
14	Tree Removal Dia. @ breast hgt. 4.5' above grade: 0 to 8" 8" + to 18" 18" + to 30" 30" + (includes restoration – clearing & grubbing, removal of debris, excavation & backfilling). Damaged sod replaced at Contractor's expense	PER TREE PER TREE PER TREE PER TREE	1	\$	\$
15	Live Oak Fla. #1 10'-12' overall height (includes restoration - clearing & grubbing, removal of debris, excavation & backfilling). Damaged sod replaced at Contractor's expense.	PER TREE	1	\$	\$
16	Mahogany Fla. #1 10'-12' overall height (includes restoration - clearing & grubbing, removal of debris, excavation & backfilling). Damaged sod replaced at Contractor's expense.	PER TREE	1	\$	\$
17	Crape Myrtle Fla. #1 10'-12' overall height (includes restoration - clearing & grubbing, removal of debris, excavation & backfilling). Damaged sod replaced at Contractor's expense.	PER TREE	1	\$	\$
18	Curb Cuts	EACH	15	\$	\$

<b>19</b>	Furnish all materials, labor & equipment to <u>Relocate 4' Chain Link Fence</u> (includes restoration). Damaged sod replaced at Contractor's expense	<b>LINEAR FT.</b>	<b>50</b>	<b>\$</b>	<b>\$</b>
<b>20</b>	Furnish all materials, labor & equipment to <u>Install New 4' Chain Link Fence, and disposal of existing fence</u> (includes restoration). Damaged sod replaced at Contractor's expense.	<b>LINEAR FT.</b>	<b>50</b>	<b>\$</b>	<b>\$</b>
<b>21</b>	Furnish all materials, labor & equipment to construct <u>1.5" Type III Asphaltic Concrete</u> surface including Tack Coat to repair existing driveway approaches. Damaged areas during installation replaced at Contractor's expense.	<b>SQ FT.</b>	<b>1,200</b>	<b>\$</b>	<b>\$</b>
<b>22</b>	Furnish all materials, labor & equipment to place Detectable Warning Surface for pedestrian crossings. <u>Cast-in-place</u> type/yellow complying with R304.	<b>SQ FT.</b>	<b>200</b>	<b>\$</b>	<b>\$</b>
<b>23</b>	Furnish all materials, labor & equipment to Relocate PVC Lines – 2" diameter.	<b>LINEAR FT.</b>	<b>50</b>	<b>\$</b>	<b>\$</b>
<b>24</b>	Furnish all materials, labor & equipment to Install new 2" diameter PVC Lines Sch. 40	<b>LINEAR FT.</b>	<b>50</b>	<b>\$</b>	<b>\$</b>
<b>25</b>	Furnish all materials, labor & equipment to Install new Irrigation Heads (4" pop-up head w/max 15' spray radius)	<b>EACH</b>	<b>10</b>	<b>\$</b>	<b>\$</b>
<b>26</b>	Furnish all materials, labor & equipment to relocate/reset existing single post Signs.	<b>EACH</b>	<b>5</b>	<b>\$</b>	<b>\$</b>
<b>27</b>	Compaction Test.	<b>EACH</b>	<b>30</b>	<b>\$</b>	<b>\$</b>
<b>28</b>	Furnish all materials, labor & equipment to Raise Utilities Boxes (includes sewer cleanouts, water meters, manholes, water valves).	<b>EACH</b>	<b>10</b>	<b>\$</b>	<b>\$</b>



<b>29</b>	Furnish all materials, labor & equipment to Pressure Clean Brick Pavers & Paver Blocks	<b>SQ FT.</b>	<b>500</b>	<b>\$</b>	<b>\$</b>
<b>30</b>	Furnish all materials, labor & equipment to Pressure Clean Concrete Sidewalks	<b>SQ. FT.</b>	<b>1,000</b>	<b>\$</b>	<b>\$</b>
<b>31</b>	Furnish all materials, labor & equipment to install St. Augustine "Floritam" or Bahia sod at areas authorized by City. (includes grading, clearing, grubbing & disposal of material) This item is <u>not</u> for damaged areas during installation by Contractor.	<b>SQ. FT.</b>	<b>5000</b>	<b>\$</b>	<b>\$</b>
<b>TOTAL BASED BID ITEMS #1 - # 31</b>				<b>\$</b>	<b>\$</b>

**THE CITY RESERVES THE RIGHT TO INCREASE OR DECREASE THE ITEM QUANTITIES FOR PROJECT TO MEET ITS AVAILABLE BUDGET USING THE UNIT PRICES PROVIDED ABOVE.**

**TOTAL BASED BID PRICE FOR PROPOSAL (ITEMS #1 THROUGH #31):**

**\$ \_\_\_\_\_**  
**(FIGURES)**

\_\_\_\_\_ **Dollars and**  
 \_\_\_\_\_ **Cents**

**AMOUNTS SHALL BE SHOWN IN BOTH WORDS AND FIGURES, IN CASE OF DISCREPANCIES, THE AMOUNT SHOWN IN WORDS SHALL GOVERN FOR EACH BID ITEM AND TOTAL BASE BID.**

\_\_\_\_\_  
 FIRM NAME (PRINT)

\_\_\_\_\_  
 AUTHORIZED OFFICER SIGNATURE

---

**COST PROPOSAL:**

I, \_\_\_\_\_, \_\_\_\_\_  
Name of authorized Officer per Sunbiz Title

of \_\_\_\_\_  
Name of Firm as it appears on Sunbiz

hereby attest that I have the authority to sign this notarized certification and certify that the above referenced information is true, complete and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

---

## **CONTRACT TERMS:**

The term of the Agreement shall be for a period of one (1) year with, the City's option to extend the contract annually for an additional period of two (2) years. Vendor must hold the fixed unit Bid prices for an initial one (1) year, contract period of which will commence from the last signing party of the Agreement.

Contractor reserves the right to exercise cost adjustments for the option to renew annually for the additional two (2) years. Firm must submit any increases to the City for review.

Such cost adjustments will be applied to the next Agreement start period. Such cost adjustment request must be in writing to the Contract Manager and shall not exceed 3%. Supporting documentation for price increase must be provided.

The submittal responses shall be valid until such time as City Commission awards a contract as a result of this Bid.

The Contract shall remain in effect provided that the services rendered by the awarded firm during the contract period are satisfactory and that the funding is available as appropriated on an annual basis, if applicable.

City reserves the right, where it may serve the City of Hallandale Beach's best interest, to request additional information or clarification from Bidders.

Notwithstanding anything to the contrary contained herein, the City of Hallandale Beach reserves the right to waive formalities in any bid and further reserves the right to take any other action that may be necessary in the best interest of the City. The City further reserves the right to reject any or all bids, with or without cause, to waive technical errors and informalities or to accept the bid which in its judgment, best serves the City of Hallandale Beach.

## **METHOD OF AWARD:**

The City reserves the right to award a primary and secondary contractor if it is in the best interest of the City. If a multiple award is given, Purchase Orders for task orders will be made on the basis of the unit prices submitted and the availability of the bidders work unit to the schedule set by the City Project Manager.

### **CONFLICT OF INTEREST:**

If you are an employee, board member, elected official(s) or an immediate family member of any such person, please indicate the relationship in the form provided in the Form's Section. Pursuant to the City of Hallandale Beach Standards of ethics any potential conflict of interest must be disclosed and if requested, obtain a conflict of interest opinion or waiver from the City Commission prior to entering into a contract with the City of Hallandale Beach.

### **INSTRUCTIONS FOR SUBMITTAL OF RESPONSES:**

Firms are to submit responses only on a thumb drive that is searchable in adobe format (.pdf file). No hardcopy (paper) submittals nor CDs will be accepted. In order to ascertain that the Bid information provided on the thumb drive contains data that allows the reviewer to perform an "edit" "find" search function, your firm must ensure your .pdf files are enabled with this function. **Firms must make sure that the thumb drives are tested for this function before submission. Do not place password on the thumb drives. Provide one (1) thumb drive with your firm's submittal.**

## REFERENCES:

The City will conduct reference checks as a component of due diligence to determine the capability of firms to be able to perform the requirements of the project. The reference questions will be sent via email; therefore, please make sure that the references your firm provides are aware that they will be receiving a Reference Form from the City of Hallandale Beach to be completed by a deadline date.

Each firm responding to this Bid must provide five (5) verifiable references with knowledge of your firm's contract performance with local government entities or private sector entities.

**Do not provide more or less than five (5) references. The City will only contact the five (5) references provided.**

Each firm must provide the following information for each of the references provided and ensure that the contact information you are providing has an up to date email address and will be accessible and able to respond to the request for reference. The reference contacts provided in your proposal will receive, via email, a *Reference Form* to complete. Please make sure that the references listed in your firm's proposal are aware they will be receiving a Reference Form from the City of Hallandale Beach to complete by a deadline date. Emails provided that are no longer in service and/or for which references are not received by the deadline requested will cost your firm's full receipt of the reference points as outlined.

- 1. Name of firm-company for which work was provided.**
- 2. Name of Reference (Project Manager) charged with managing said project.**
- 3. Type of project. Year project started and was completed.**
- 4. Dollar amount of project, including change orders.**
- 5. Phone # for Reference (Project Manager).**
- 6. Updated email address for Project Manager.**

## DEFINITIONS:

- Definitions: Whenever the following terms or pronouns in place of them appears in the Bid Documents, the intent and meaning shall be interpreted as follows:
- Bidder: Any individual, firm, qualified joint venture or corporation submitting a bid for this Project, acting directly or through a duly authorized representative.

- 
- Bond: A bid, performance, or payment guarantee issued by and, on the form provided by the City (where applicable), written through a reputable and responsible surety bond agency licensed to do business in the State of Florida and with a surety which holds a certificate of authority authorizing it to write surety bonds in Florida, with a rating by AM Best Company of "A" or better, "Class V".
  - Change Order: A written document ordering a change in the Contract Price or Contract Time or a Material Change in the Work.
  - CITY: City of Hallandale Beach, Florida, a Municipal Corporation which is a party hereto and for which this Contract is to be performed. In all respects hereunder, CITY'S performance is pursuant to CITY'S capacity as the CITY of a construction project. (In the event CITY exercises its regulatory authority as a governmental body, the exercise of such regulatory authority and the enforcement of any rules, regulations, laws and ordinances shall be deemed to have occurred pursuant to City's regulatory authority as a governmental body and shall not be attributable in any manner to CITY as a party to this Contract.)
  - City Commission: The City Commission of the City of Hallandale Beach, Florida, its successors and assigns.
  - Claim: Any invoice, statement, request, demand, lawsuit, or action under contract or otherwise, for money, extension of contract time, property, or services made to any employee, officer, or agent of the CITY, or to any Contractor, grantee, or other recipient if any portion of the money, time extension, property, or services requested or demanded was or will be issued from, or was provided by the CITY.
  - Contract: The part or section of the Contract Documents addressing some of the rights and duties of the parties hereto, including but not limited to contract time and liquidated damages, and the General Conditions of the Contract.
  - Contract Administrator: The City Designee expressly designated as Contract Administrator in writing by the City.
  - Contract Documents: The Bid Documents including drawings (plans) and specifications, the Notice for Bids, Addenda, if any, to the Bid Project Document, the record of the award by the City, the Performance Bond and Payment Bond, the Notice of Award, the Notice to Proceed, the Notice to Proceed with the Work, the Purchase Order, Change Orders, Field Orders, Supplemental Instructions, and any additional documents the submission of

---

which is required by this Bid Documents and the Contract are the documents which are collectively referred to as the Contract Documents.

- Contract Price: The original amount established in the bid submittal and award by the City, as may be amended by Change Order.
- Contract Time: The original time between commencement and completion, including any milestone dates thereof, established in Article 2 of the Contract, as may be amended by Change Order.
- Contractor: The person, firm, qualified joint venture, or corporation with whom the City of Hallandale Beach has contracted and who is responsible for the acceptable performance of the Work and for the payment of all legal debts pertaining to the Work. All references in the Contract Documents to third parties under contract or control of Contractor shall be deemed to be a reference to Contractor.
- Notice to Proceed: Written notice to Contractor authorizing the commencement of work as provided for by the Contract.
- Project Initiation Date: The date upon which the Contract Time commences.
- Bid Prices: A listing of elements, systems, items, Acceptance Testing and Training, or other subdivisions of the work, establishing a value for each, the total, of which equals the contract sum. The Bid Prices establishes the cash flow for the Project.
- SubContractor: A person, firm, qualified joint venture, or corporation having a direct contract with CONTRACTOR including one who furnishes material systems, or assemblies worked to a special design according to the Contract Documents, but does not include one who merely furnishes Materials not so worked.
- Surety: The surety company or person which is bound by the performance bond and payment bond with and for Contractor who is primarily liable, and which surety company or person is responsible for Contractor's satisfactory performance of the work under the contract and for the payment of all debts pertaining thereto in accordance with Section 255.05, Florida Statutes.

---

**SUBMITTAL DUE DATE:**

**RESPONSES ARE DUE: AUGUST 29, 2016 NO LATER THAN 11:00AM.**

**RESPONSES MUST BE SUBMITTED IN A SEALED ENVELOPE AND MUST BE MAILED OR HAND DELIVERED TO THE ADDRESS IN THE BOX BELOW. SEALED ENVELOPES MUST BE LABELED AS FOLLOWS:**

CITY OF HALLANDALE BEACH  
**YOUR FIRM'S NAME HERE**  
CITY CLERK'S DEPARTMENT – EXECUTIVE OFFICES  
400 SOUTH FEDERAL HIGHWAY – 2<sup>ND</sup> FLOOR  
HALLANDALE BEACH, FL 33009  
TITLED: BID # FY 2015-2016-021  
SIDEWALK REPAIRS AND OTHER RELATED SERVICES

**NON-MANDATORY PRE-BID CONFERENCE:**

The Pre-Bid Conference is held to explain in detail Exhibits I-III, which makes up the Bid for this project. It is strongly encouraged that firms interested in proposing and responding to this Bid send the appropriate person from your firm that will be responsible for preparing the response to the Bid. During this meeting the scope of work will be explained. The Pre-Bid Conference presents the opportunity for firms to clarify anything within the Bid and to ask questions directly to City Staff.

Non-Mandatory Pre-Bid Conference will be held **August 8, 2016 at 11:00 AM, at City of Hallandale Beach, Cultural Community Center, 410 S.E. 3<sup>rd</sup> Street, Hallandale Beach, FL 33009.**

**LAST DAY FOR QUESTIONS:**

Any questions are to be submitted via email to [jwiggins@cohb.org](mailto:jwiggins@cohb.org) by no later than **August 9, 2016 NO LATER THAN 11:00 A.M.**



---

**BUDGET/FUNDING AVAILABLE FOR THIS PROJECT:**

The total available funding for this project is \$100,000.00 from date of award through September 30, 2017.

**5 % BID BOND:**

As per Procurement Code Section 23-12 (2) Security Bonds: Each proposer must provide with the submission a Proposal Guarantee/Bond in the form of a Certified Check, or Cashier's Check, or Bid Bond in the amount of five percent [5%] payable to the City of Hallandale Beach. These funds are not cashed. These funds are retained guaranteeing the firm submitting the proposal will not withdraw the proposal for such period of time as the Commission provides a Resolution for award of contract. Per Procurement Code Section 23-3, if firm withdraws the proposal, or awarded firm does not furnish bonds as required, and does not accept a contract that is awarded, the Proposal Guarantee Bond is forfeited.

**PERFORMANCE AND LABOR MATERIALS PAYMENT BOND:**

A Performance and Labor Materials Payment Bond in an amount equal to one Hundred (100%) percent of total Contract amount awarded must be submitted by the Awarded Contractor within fifteen (15) days after receipt of Notification of Award. The Notification of Award is the day Commission meeting is held to award the contract. The Procurement Department will notify the awarded firm of this date via a letter. A Performance and Labor Materials Payment Bond must be provided in an amount equal to 100% of the Contract price issued by a surety company licensed to do business in the State of Florida. (F.S. 255.05). On approval of any Contract change increasing the Contract price, Contractor shall ensure that the performance bond and payment bond are increased so that each reflects the total Contract price as increased.

**INSURANCE REQUIREMENTS:**

The awarded firm(s) will be required to obtain and maintain the following insurance requirements for the life of the contract. The Certificate of Insurance will be required to be provided within the time specified in the notification provided by the Procurement Department after award of contract by the Commission. See Exhibit II, Terms and Conditions, Forms and Agreement, Article 5 for information on the required insurance.

**TENTATIVE SCHEDULE:**

**THE DATES SHOWN BELOW ARE TENTATIVE AND ARE NOT BINDING AND MAY BE SUBJECT TO CHANGE.**

BID ADVERTISING DATE VIA CITY SITE AND DEMAND STAR	JULY 28, 2016
BID RELEASED	JULY 28, 2016
NON-MANDATORY PRE-BID CONFERENCE	AUGUST 8, 2016 AT 11:00 AM AT CULTURAL COMMUNITY CENTER
QUESTIONS	ALL QUESTIONS MUST BE EMAILED BY NO LATER THAN AUGUST 9, 2016 BY NO LATER THAN 11 AM
DEADLINE FOR RECEIPT OF RESPONSES	<u>AUGUST 29, 2016</u> <u>BY NO LATER THAN 11 AM</u>
CONTRACT AWARD BY CITY COMMISSION – ESTIMATED	TO BE DETERMINED
PROJECT START DATE – ESTIMATED	TO BE DETERMINED

**QUESTIONS:**

For information pertaining to this Bid, contact the Procurement Department (954) 457-1333. Such contact shall be for clarification purposes only. Changes, if any, to the scope of the services or proposal procedures will be transmitted only by written addendum.

<b>LIST OF CITY ADMINISTRATORS</b>	
<b>1.</b>	<b>CITY MANAGER</b>
	Daniel Rosemond
	400 South Federal Highway
	Hallandale Beach, Florida 33009
	(954) 457-1300
<b>2.</b>	<b>DIRECTOR OF PUBLIC WORKS</b>
	Steven Parkinson, P.E.
	630 NW 2 <sup>nd</sup> Street
	Hallandale Beach, Florida 33009
	(954) 457-1623
	<b>ASSISTANT DIRECTOR OF PUBLIC WORKS/CITY ENGINEER</b>
<b>3.</b>	Mariana Pitiriciu, P.E.
	630 NW 2 <sup>nd</sup> Street
	Hallandale Beach, Florida 33009
	(954)457-3042
<b>4.</b>	<b>PROJECT MANAGER</b>
	Manga Ebbe
	630 NW 2 <sup>nd</sup> Street
	Hallandale Beach, Florida 33009
	(954)457-3043
<b>5.</b>	<b>PROCUREMENT DIRECTOR</b>
	Andrea Lues
	400 South Federal Highway
	Hallandale Beach, Florida 33009
	(954)457-1332
<b>6.</b>	<b>SENIOR PROCUREMENT SPECIALIST</b>
	Joann Wiggins
	400 South Federal Highway
	Hallandale Beach, FL 33009
	(954)457-1331
<b>7.</b>	<b>PROCUREMENT SPECIALIST</b>
	Tom Camaj
	400 South Federal Highway
	Hallandale Beach, FL 33009
	(954)457-1374