



Santa Rosa County

Board of County Commissioners

Sheila Fitzgerald, Special Projects/Grants Director

6495 Caroline Street, Milton, FL. 32570-4978, Phone (850) 983-1848 / Fax (850) 983-1944

MEMORANDUM

TO: Tony Gomillion
FROM: Sheila Fitzgerald
DATE: March 1, 2016
SUBJECT: Bagdad Mill Site Park – Landscape Bids

RECOMMENDATION:

Recommend the Board of County Commissioners consider bids to be received on Tuesday, March 8 for landscaping and irrigation of the Bagdad Mill Site Park and award low bidder meeting specifications provided bids are within budget.

BACKGROUND

Construction is underway at the Bagdad Mill Site Park. The Land and Water Conservation Fund (LWCF) grant includes funding for landscaping and irrigation which will be augmented with general park budgeted funds. A bid for landscaping and irrigation was advertised in February and sealed bids are scheduled to be open on March 8, 2016. The bid will consist of a base bid which includes a well and all of the required buffer landscaping as required by the land development code. There are five alternate options as well. Staff will develop a recommendation that will include the base bid and any combination of alternates as acceptable within budget. This recommendation will be presented to the commissioners on or before the Thursday, March 10, 2016 meeting. Please refer to the attached documents for reference.

NEXT STEPS

If a contractor and bid amount is successfully awarded, we will work through contract development and approvals as to quickly expedite the commencement and completion of landscaping activities.

**NOTICE TO BIDDERS
LANDSCAPING AND IRRIGATION**

Only properly licensed contractors are invited to bid on the Bagdad Mill Site Landscaping and Irrigation Project. This work includes the installation of a deep well irrigation system and landscaping. Landscaping includes, site preparation, turf grass, shrubs and trees. As well as incidentals shown on the project plans and in the project manual.

The Board of County Commissioners of Santa Rosa County, Florida will receive sealed bids from qualified licensed contractors only until 10:00 A.M. March 8, 2016; at the Santa Rosa County Procurement Department, 6495 Caroline Street Suite G, Milton, Florida 32570. Bids received after this time will be rejected and returned unopened to the bidder. Bids will be opened publicly and read aloud. All interested parties are invited to attend.

Bid documents, including drawings and specification relative thereto may be inspected at the Santa Rosa County Procurement Department, 6495 Caroline Street Suite G Milton, Florida. Plans and specifications may be secured from the Santa Rosa County Procurement office at a non-refundable cost of \$25.00 per CD.

A pre-bid meeting on February 24, 2016 at 10:00 A.M., at the Santa Rosa County Procurement Office located at 6495 Caroline Street, Milton, FL 32570; attendance is **strongly recommended**. All interested parties are invited to attend.

Questions concerning this project should be directed, in writing, to Glenn Bailey at glennb@santarosa.fl.gov prior to February 26, 2016 at 4:30 P. M.

The Board of County Commissioners reserves the right to waive irregularities in bids, to reject any or all bids with or without cause, and to award the bid that it determines to be in the best interest of Santa Rosa County.

Santa Rosa County Board of County Commissioners encourages all segments of the business community to participate in its procurement opportunities, including small business, minority / women owned business, and disadvantaged business enterprises. The Board does not discriminate on the basis of race, color, religion, national origin, disability, sex or age in the administration of contracts.

By order of the Board of County Commissioners of Santa Rosa County, Florida

LEGAL NOTICE

One issue – February 6, 2016 - Press Gazette, February 11, 2016 - Navarre Press, February 11, 2016 – Gulf Breeze News, February 12, 2016 – South Santa Rosa News

Bill and proof to Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida, 32570, Attn.: Orrin L. Smith.

Bid Form

(To be copied by the Bidder on his own letterhead and submitted in triplicate.)

TO: Santa Rosa County Procurement Department
6495 Caroline Street
Milton, Florida 32570

REFERENCE: Bagdad Mill Site Park – Landscape and Irrigation Project

BASE BID PRICE: \$ _____

ALTERNATE #1 \$ _____

ALTERNATE #2 \$ _____

ALTERNATE #3 \$ _____

ALTERNATE #4 \$ _____

ALTERNATE #5 \$ _____

Gentlemen:

*I have received the Bidding Documents consisting of Drawings and specifications (Project Manual) entitled **Bagdad Mill Site Park – Landscape and Irrigation Project***

I have also received Addenda Numbers _____, and have included their provisions in my Bid. I have examined both the Bidding Documents and the site.

In submitting the Bid, I agree:

1. *To hold my bid in full force and effect for a period of sixty (60) calendar days after the time of the opening of this Bid.*
2. *To accept the provisions of the Instructions to Bidders regarding disposition of Bid Guarantee.*
3. *To enter into and execute a Contract within 10 (ten) calendar days after said Contract is delivered to me, if awarded on the basis of this Bid.*
4. *To accomplish the work in accordance with the Contract Documents.*
5. *To commence work under this Contract on or before a date to be specified in written*

“Notice of Proceed” by the County Attorney and to complete project within sixty (60) calendar days thereafter.

6. *To pay as liquidated damages, the sum of \$250.00 for each consecutive calendar day after completion date, as called for in the Contract Agreement as modified.*
7. *Provide FDOT with performance Bonds and adhere to FDOT Special Conditions.
Provide Santa Rosa County with performance Bonds and adhere to Supplementary Conditions*

I will construct this project for the lump sum price of:

BASE _____

(\$ _____)

Unit prices are attached for informational purposes. Change orders and progress payments will be based on unit prices provided.

FIRM: _____

BY (print): _____

SIGNATURE: _____

TITLE: _____

DATE: _____

MAILING ADDRESS _____

PHONE (____) _____ *FAX* (____) _____

EMAIL _____