



New Raw Water Supply Line (Between Water Treatment Plant and Eastern Wellfield)

Invitation for Bids # PSUT-21-07

General Information		
Project Cost Estimate	\$3,000,000	See Section 1.4
Project Timeline	275 calendar days from NTP.	See Section 1.4
Evaluation of Proposals	Staff	See Section 1.7
Mandatory	9:00 a.m. on December 15, 2021 at the Water Treatment Plant located at 7960 Johnson Street, Pembroke Pines, FL 33024	See Section 1.8
Question Due Date	December 28, 2021	See Section 1.8
Proposals will be accepted until	2:00 p.m. on January 11, 2022	See Section 1.8
5% Proposal Security / Bid Bond	Required	See Section 4.1
100% Payment and Performance Bonds	Required	See Section 4.2
Grant or Federal Funding Information	Not Applicable	Not Applicable

THE CITY OF PEMBROKE PINES
PROCUREMENT DEPARTMENT
8300 SOUTH PALM DRIVE
PEMBROKE PINES, FLORIDA 33025
(954) 518-9020



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Attachment A: Non-Collusive Affidavit

Attachment B: Sample Insurance Certificate

Attachment C: Specimen Contract - **Construction Agreement**

Attachment D: Standard Release of Lien Form

Attachment E: Contract Documents



SECTION 1 - INSTRUCTIONS

1.1 NOTICE

Notice is hereby given that the City Commission of the City of Pembroke Pines is seeking sealed proposals for:

**IFB # PSUT-21-07
New Raw Water Supply Line (Between Water Treatment Plant and Eastern Wellfield)**

Solicitations may be obtained from the City of Pembroke Pines website at <http://www.ppines.com/index.aspx?NID=667> and on the <https://ppines.bonfirehub.com/> website.

If you have any problems downloading the solicitation, please contact Bonfire Support line at Support@GoBonfire.com.

If additional information help is needed with downloading the solicitation package please contact the City's Procurement Department at (954) 518-9020 or by email at purchasing@ppines.com. The Procurement Department hours are between 7:00 a.m. - 6:00 p.m. on Monday through Thursday and is located at 8300 South Palm Drive, Pembroke Pines, Florida 33025.

The City requires all questions relating to the solicitation be entered through the "Messages" section for the specific project on the <https://ppines.bonfirehub.com/> website. Under the "Messages" section, vendors will find the "Opportunity Q&A" tab in which they can ask their specific question(s). Responses to the questions will be provided online at <https://ppines.bonfirehub.com>. Such request must be received by the "Question Due Date" stated in the solicitation. The issuance of a response via Bonfire is considered an Addendum and shall be the only official method whereby such an interpretation or clarification will be made.

Proposals will be accepted until 2:00 p.m., Tuesday, January 11, 2022. Proposals must be submitted electronically at <https://ppines.bonfirehub.com>. The sealed electronic proposals will be publicly opened at 2:30 p.m. by the City Clerk's Office, in the City Hall Administration Building, 4th Floor Conference Room located at 601 City Center Way, Pembroke Pines, Florida, 33025.

1.1.1 VIRTUAL BID OPENING

At the time of writing this notice, the City will not be opening up the physical location for public access as **City offices are closed to the public**, due to the COVID-19 Coronavirus Pandemic.



As a result, meetings may be a combination of in-person and virtual, all as provided by law. **In any event, the public is encouraged to attend the bid opening process virtually in lieu of attending the meeting in person.**

Bid openings for this project will be live-streamed from the City Clerk's Office, in the City Hall Administration Building, 4th Floor Conference Room located at 601 City Center Way, Pembroke Pines, Florida, 33025 at **2:30 PM on the bid due date.**

While recognizing the importance of public accessibility to the bid openings, and considering public health concerns, in the abundance of caution, the City is requesting that interested parties utilize live streaming as a safe way for vendors and the public to view the bid opening process in lieu of attending the meeting in person.

The public is invited to attend the meeting virtually via the Cisco Webex Meetings platform.

- Cisco Webex Meeting Number: 717 019 586
- Join by Phone Number: +1-408-418-9388

The public may download the **Cisco Webex Meetings app** from <https://www.webex.com/downloads.html/>, to view and listen to the meeting, however please make sure to mute your phone/microphone/device's audio and camera as the **public may attend the meeting but will not be allowed to comment or participate in the proceedings.**

If any member of the public requires additional information about this meeting or has any questions about how to access the meeting, please contact:

Danny Benedit, Procurement Department
City of Pembroke Pines
8300 South Palm Drive,
Pembroke Pines, FL 33025
954-518-9022
purchasing@ppines.com

1.2 PURPOSE

The City of Pembroke Pines is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to furnish all labor, materials, equipment, tools and services to install a new raw water main between the City's East Wellfield and the Water Treatment Plant which includes approximately 1 mile of raw water main, including open cut of 20" to 30" DIP and Horizontal Directional Drilling 36" OD DR 11 HDPE and connection to the City's existing raw water system at the Wellfield and at the Water Treatment Plant, in accordance with the terms, conditions, and specifications contained in this solicitation.



1.3 SCOPE OF WORK

Refer to Attachment E – Contract Documents.

1.4 PROJECT COST ESTIMATE & TIMELINE

Staff estimates this project to cost approximately \$3,000,000, which does not include permit costs.

Please note that the City will waive all City related permit, license, impact or inspection fees (including the Building Department and Engineering Department Permit Fees) related to this project. Any related State or County fees, for the aforementioned permits, will be paid by the City.

In addition, the City shall cover the cost for any other permit fees related to external entities through the City's Owner's Contingency for this project, **therefore proposers should not include permit costs in their total proposal price.**

Proposers shall submit pricing on the Bonfire website in accordance with the following Pricing Schedule:

CITY OF PEMBROKE PINES RAW WATER SUPPLY LINE					
PRICING SCHEDULE					
Item	Item (Furnish and Install)	Unit	Unit Cost	Quantity	Total Cost
1	Mobilization/Demobilization	LS	\$	1	\$
2	Bond	LS	\$	1	\$
3	36" HDPE DR 11 (HDD)	LF	\$	4180	\$
4	30" DIP	LF	\$	861	\$
5	24" DIP	LF	\$	150	\$
6	30" x 24" x 24" True Wye Fitting	EA	\$	2	\$
7	30" DI Fitting	EA	\$	17	\$
8	24" DI Fitting	EA	\$	2	\$
9	20" Tapping Sleeve and Tapping Valve	EA	\$	2	\$
10	24" x 20" Reducer	EA	\$	2	\$
11	30" Gate Valve	EA	\$	15	\$
12	24" Gate Valve	EA	\$	4	\$
13	Pig Launch Vault and Assembly	EA	\$	2	\$
14	Restoration (To include but not limited to: Asphalt, Sod, Sidewalk, Driveways, Landscaping)	LS	\$	1	\$
15	Stormwater By-Pass and Replacement	LS	\$	1	\$
16	Dewatering	LS	\$	1	\$
17	MOT	LS	\$	1	\$
TOTAL BID PRICE					\$



The work shall be completed within 275 days from issuance of CITY's Notice to Proceed (NTP).

1.4.1 PERMIT, LICENSE, IMPACT OR INSPECTION FEES

With the exception of the City related permit, license, impact or inspection fees (including the Building Department and Engineering Department Permit Fees), which will be waived for this project, the City anticipates this project to require the following permits which will be covered by the City's Owner's Contingency:

Permit	Agency	Cost (or related method of calculation)
Right of Way	City of Hollywood	TBD

For any of the permit, license, impact or inspection fees listed above, the costs shall be covered by the City through the City's "Owner's Contingency" for this project. The Contractor shall obtain all required permits to complete the work, however the City shall utilize the Owner's Contingency to reimburse the contractor for the related permit, license, impact or inspection fees. Payments will be made to the contractor based on the actual cost of permits upon submission of paid permit receipts. The City shall not pay for other costs related to obtaining or securing permits.

The City shall determine the amount of the Owner's Contingency at time of award. The Owner's Contingency may be based on a specified percent of the proposed project amount and shall be established for the specific project being performed under the contract. This dollar amount shall be shown on the specific project purchase order as a distinct item from the vendor's overall offer to determine the total potential dollar value of the contract. Any Owner's Contingency funds that have not been utilized at the end of the project will remain with the City, if the permit fees exceed the Owner's Contingency indicated, the City will reimburse the contractor the actual amount of the permit fees required for project completion.

1.5 PROPOSAL SUBMISSION

The <https://ppines.bonfirehub.com> website allows for vendors to complete, scan and upload their documents as part of the proposer's submittal on the website.

Prospective proposers interested in responding to this solicitation are requested to provide all of the information listed in this section. Submittals that do not respond completely to all of requirements specified herein may be considered non-responsive and eliminated from the process. Brevity and clarity are encouraged.

The Bonfire system utilizes "Questionnaires" to request the following information from prospective proposers.



1.5.1 Pricing Sheet

1. The vendor must provide their pricing through the designated lines items listed on the Bonfire website under the Pricing Sheet section.

1.5.2 Questionnaires

1. **Contact Information Form**
2. **Proposer's Background Information**
3. **Vendor Registration Checklist**
4. **References Form:** Provide specific examples of similar contracts delivered by the proposed team members. Provide details on related projects (preferably where the team was the same). References should be from the last five years and should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. As part of the proposal evaluation process, the City may conduct an investigation of references, including a record check or consumer affairs complaints. Proposers' submission of a proposal constitutes acknowledgment of the process and consent to investigate. The City is the sole judge in determining Proposers qualifications. In this section you will have the ability to enter information for 5 different references including the Reference Contact Information and the specific Project Information. Details should include the following:
 - A) References Contact Information
 - a. Name of Firm, City, County or Agency
 - b. Address
 - c. Contact Name
 - d. Contact Title
 - e. Contact E-mail Address
 - f. Contact Telephone #
 - B) Project Information
 - a. Name of Contractor Performing the work
 - b. Name and location of the project
 - c. Nature of the firm's responsibility on the project
 - d. Project duration
 - e. Completion (Anticipated) Date
 - f. Size of project
 - g. Cost of project
 - h. Work for which staff was responsible
 - i. The results/deliverables of the project



1.5.3 Other Completed Documents

- 1. Attachment A: Non-Collusive Affidavit**
- 2. Proposal Security (Bid Bond Form or Cashier's Check):**
 - a. The Proposal should be accompanied by a certified or cashier's check or by a Bid Bond made payable to the City of Pembroke Pines on an approved form, duly executed by the Proposer as principal and having as surety thereon a surety company acceptable to CITY and authorized to write such Bond under the laws of the State of Florida, in an amount not less than five percent (5%) of the amount of the base Proposal price.
 - b. Contingency is not to be counted in the total amount the proposal security is based on.
 - c. Proposers must submit a scanned copy of their bid security (bid bond form or cashier's check) with their bid submittal through Bonfire.
 - d. Proposers should also submit their original bid security (bid bond form or cashier's check) at time of the bid due date, or they may be deemed as non-responsive.
 - e. The original Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked "**BID SECURITY - IFB # PSUT-21-07 "New Raw Water Supply Line (Between Water Treatment Plant and Eastern Wellfield)"**" and sent to the City of Pembroke Pines, City Clerk's Office, 4th Floor, 601 City Center Way, Pembroke Pines, Florida, 33025.
 - f. Please see SECTION 4 - SPECIAL TERMS & CONDITIONS of this IFB for additional information.

1.5.4 Additional Information

Please provide any additional information that you deem necessary to complete your proposal in this section, if it has not been requested in another section.

1.6 VENDOR REGISTRATION DOCUMENTS

The <https://ppines.bonfirehub.com/> website will allow vendors to update their information and documents on an as-needed basis.

This process is intended to make the bidding process easier for vendors that bid on multiple City projects. This process will allow vendors to complete and submit the following standard forms and documents at any time prior to bidding on a project. In addition, the vendors will be able to utilize these same forms without the need to re-fill and re-submit the forms each time they bid on



a City project. In the event that the City does not have one of the forms or documents listed below for your company, the City may reach out to your company after the bid has closed to obtain the document(s).

Furthermore, please make sure to update this information on an as-needed basis so that all pertinent information is accurate, such as local business tax receipts, and any other relevant information.

The following documents can be completed prior to the bidding process through the <https://ppines.bonfirehub.com> website and do not need to be attached to your submittal as the Bonfire website will automatically include it.

1.6.1 Vendor Information Form

1.6.2 Form W-9 (Rev. October 2018)

- a. Previously dated versions of this form will delay the processing of any payments to the selected vendor.

1.6.3 Company Profile

1.6.4 Sworn Statement on Public Entity Crimes Form

1.6.5 Local Vendor Preference Certification

1.6.6 Local Business Tax Receipts

1.6.7 Veteran Owned Small Business Preference Certification

- a. If claiming Veteran Owned Small Business Preference Certification, business must attach the “Determination Letter” from the United States Department of Veteran Affairs Center for Verification and Evaluation notifying the business that they have been approved as a Veteran Owned Small Business (VOSB).
- b. The Veteran Owned Small Business Preference Certification form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Veteran Owned Small Business Preference based on their sub-contractors’ qualifications.

1.6.8 Equal Benefits Certification Form



1.6.9 Vendor Drug-Free Workplace Certification Form

1.6.10 Scrutinized Company Certification

1.6.11 E-Verify System Certification Statement

- a. Effective January 1, 2021, pursuant to Section 448.095, Florida Statutes, the City may not enter into a contract with a vendor/contractor/subcontractor unless that vendor/contractor/subcontractor is registered with and uses the E-Verify system administered by the U.S. Department of Homeland Security ("DHS").
- b. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract.

1.7 EVALUATION OF PROPOSALS & PROCESS OF SELECTION

- A. Staff will evaluate all responsive proposals received from proposers who meet or exceed the bid requirements contained in the solicitation. Evaluations shall be based upon the information contained in the proposals as submitted.
- B. Staff will make a recommendation to the City Commission for award of contract.

1.8 TENTATIVE SCHEDULE OF EVENTS

Event	Time &/or Date
Issuance of Solicitation (Posting Date)	December 7, 2021
Mandatory Pre-Bid Meeting	December 15, 2021 at 9:00 a.m.
Question Due Date	December 28, 2021
Anticipated Date of Issuance for the Addenda with Questions and Answers	January 3, 2022
Proposals will be accepted until	2:00 p.m. on January 11, 2022
Proposals will be opened at	2:30 p.m. on January 11, 2022
Evaluation of Proposals by Staff	TBD
Recommendation of Contractor to City Commission award	TBD
Issuance of Notice to Proceed	TBD
Project Commencement	Not later than 10 days after NTP
Project Completion	275 days after NTP

1.8.1 MANDATORY PRE-BID MEETING / SITE VISIT



There will be a mandatory scheduled pre-bid meeting on **December 15, 2021 at 9:00 a.m.** Meeting location will be at the **Water Treatment Plant, located at 7960 Johnson Street, Pembroke Pines, FL 33024.**

Contractors may be required to sign in at any of the meetings to show proof of attendance. It is the vendor's responsibility to make sure that they sign in at the meeting.

1.9 SUBMISSION REQUIREMENTS

Bids/proposals **must be submitted electronically** at <https://ppines.bonfirehub.com> on or **before 2:00 p.m. on January 11, 2022.** Please note vendors should be registered on Bonfire under the name of the organization that they are operating as and it should match the organization name on the documents that they are submitting and utilizing when responding to the solicitation.

The vendor must provide their pricing through the designated lines items listed on the <https://ppines.bonfirehub.com> website. In addition, the vendor must complete any questionnaires on the Bonfire website and provide any additional information requested throughout this solicitation. Any additional information requested in the solicitation should be scanned and uploaded.

The City recommends for proposers to submit their proposals as soon as they are ready to do so. Please allow ample time to submit your proposals on the <https://ppines.bonfirehub.com> website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals. Bonfire Support is happy to help you with submitting your proposal and to ensure that you are submitting your proposals correctly, but we ask that you contact Support@GoBonfire.com with ample time before the bid closing date and time.

PLEASE DO NOT SUBMIT ANY PROPOSALS VIA MAIL, E-MAIL OR FAX.

However, please note that any required Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked "**BID SECURITY - IFB # PSUT-21-07 "New Raw Water Supply Line (Between Water Treatment Plant and Eastern Wellfield)"**" and sent to the City of Pembroke Pines, City Clerk's Office, 4th Floor, 601 City Center Way, Pembroke Pines, Florida, 33025.