



Exterior Painting of the Senior Center Complex

Invitation for Bids # PSPW-18-14

General Information		
Project Cost Estimate	TBD	See Section 1.4
Project Timeline	Not to exceed 120 calendar days from NTP. Estimated start date is TBD.	See Section 1.4
Evaluation of Proposals	Staff	See Section 1.6
Mandatory Pre-Bid Meeting	10:00 a.m. on January 8, 2019. Meeting to start at the Property Manager's office, located at 501 NW 103 rd Avenue, Pembroke Pines, FL 33025.	See Section 1.7.1
Question Due Date	January 14, 2019	See Section 1.7
Proposals will be accepted until	2:00 p.m. on January 22, 2019	See Section 1.7
5% Proposal Security / Bid Bond	Required in the event that the proposal exceeds \$200,000	See Section 4.1
100% Payment and Performance Bonds	Required in the event that the proposal exceeds \$200,000	See Section 4.2

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



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- Attachment C: Non-Collusive Affidavit
- Attachment D: Sworn Statement on Public Entity Crimes Form
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- Attachment K: Sample Insurance Certificate
- Attachment L: Specimen Contract - **Construction Agreement**
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- Attachment N: Mandatory Pre-Bid/Site Visit Confirmation Form
- Attachment O: Standard Release of Lien Form



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 # PSPW-18-14 Exterior Painting of the Senior Center Complex

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

If you have any problems downloading the solicitation, please contact the BidSync Support line at 1-800-990-9339.

If additional information help is needed with downloading the solicitation package please contact the Purchasing Office at (954) 518-9020 or by email at purchasing@ppines.com. The Purchasing Office 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 "Ask a Question" option tab available on the BidSync website. Responses to the questions will be provided online at www.bidsync.com. Such requests must be received by the "Question Due Date" stated in the solicitation. The issuance of a response via BidSync 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 22, 2019. Proposals must be submitted electronically at www.BidSync.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.

1.2 PURPOSE

The City of Pembroke Pines is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to waterproof and paint the exterior of the buildings of the senior center complex on NW 103rd Avenue, with the intent of preventing stucco damage, water infiltration and maintain the aesthetic appearance of such; in accordance with the terms, conditions, and specifications contained in this solicitation.



1.3 SCOPE OF WORK

1.3.1 LOCATIONS

Community Center: 301 NW 103rd Ave., Pembroke Pines, FL 33025

Senior Residence Tower 1: 401 NW 103rd Ave., Pembroke Pines, FL 33025

Senior Residences Administration Office Building: 501 NW 103rd Ave., Pembroke Pines, FL 33025

Senior Residence Tower 2: 601 NW 103rd Ave., Pembroke Pines FL, 33025

1.3.2 PROJECT DETAILS

- Pressure cleaning and painting of the exterior of all senior center buildings; to include building exterior, balconies, adjacent walkways, exterior stairwells and landings, exterior fire sprinkler water lines, exterior fresh water supply lines, metal handrails, pool pump house, monument signs and perimeter wall. All paints to be applied per manufacturer's guidelines.
- Awarded Contractor shall be responsible for the protection of all adjacent areas and landscaping; and the subsequent restoration of such should damage occur.
- Awarded Contractor shall be responsible for the full removal of any paint particles or overspray from any vehicles or adjacent properties that result from the Contractor's performance of this project. The City of Pembroke Pines will help coordinate any parking lot closures deemed necessary.
- Pressure clean all stucco and masonry surfaces with a minimum of 3,500 PSI pressure cleaning equipment to remove as much existing deteriorated coating as possible. All masonry surfaces will be free of dirt, grease, oil, and "chalk". Surfaces will be allowed to dry thoroughly. If necessary, repeat procedure. Multiple coats of paint that are in an advanced state of deterioration shall be removed.
- All cracks in masonry larger than hairline (over 1/16") are to be ground out to form a "V" or "U" shape and blown or brushed out to remove all dust, dried of all moisture, sealed with penetrating masonry primer. The resultant opening shall have elastomeric sealant knifed in to completely fill the void.
- Once cured, the filled crack shall be over coated with knife grade "flexible" sealant, crowned in the center approximately 1/16" and feathered at least 3" on either side of the crack to match the surrounding surface as closely as possible.
- All loose or broken stucco must be removed and adjacent areas or suspect areas "sounded" for deteriorated stucco. Prior to re-stuccoing, the affected area shall be



bonded. Stucco texture shall conform to the surrounding areas as closely as possible. Contractor is to provide a per-square-foot price for stucco repair.

- Inside corners, expansion joints, parapet walls joints, and tilt wall joints shall receive a continuous bead of high quality polyurethane sealant, tooled to provide complete adhesion to the opposing surface.
- All exterior doors, windows, shutters, vents and decorative accent joints shall be cleaned out, masonry surface shall be conditioned, the metal surface will be solvent wiped, and re-caulked with an approved high quality polyurethane sealant.
- Use only polyurethane sealant; acrylic caulking is not approved.
- Colors to be submitted to Project Manager for approval. All primers and undercoats are to be tinted to the approximate selected finish coat for better hide.
- All metal and/or masonry surfaces exposed after cleaning and preparation must have one full coat of primer applied prior to finish coat.
- Seal all exterior stucco surfaces using one coat of masonry sealer.
- Apply 2 finish coats of Sherwin Williams Resilience Exterior Paint Satin Finish, or equal, to all exterior stucco surfaces.
- There will be a body color and trim color as existing.
- Balcony floors shall be sealed all around and coated with an anti-skid concrete sealer.
- Metal surfaces: Properly prepare all previously painted doors, frames, metal handrails as applicable. These shall be sanded and cleaned to remove all rust, grease, oil, dirt, mildew and loose or peeling paint. Rusted surfaces to be cleaned in accordance with SSPC-SP2 Hand Tool Cleaning or SSPC-SP3 Power Tool Cleaning. Sandblasting as needed.
- Metal surfaces: After proper preparation and priming, apply one (1) coat of Sherwin Williams Premium high gloss oil-based enamel, or equal, as the finish coat.
- Upon completion of the job, the Awarded Contractor will remove all surplus materials, scaffolds, etc. from the premises that related to the project.
- Upon completion, contractor shall clean all window glass to be free of excess paint and sealer.
- Upon completion, contractor shall remove all excess paint that has been misplaced on other surfaces.

1.3.3 GENERAL INFORMATION

- Contractor shall provide all materials, labor, equipment, and any other necessary items required for complete installation.
- The minimum experience required as a licensed Contractor is five (5) years for this project.



- Contractor shall provide all testing, manufacturer warranties, and certifications.
- The Contractor shall employ a competent English-speaking superintendent who shall be in attendance at the project site during the progress of the work. The superintendent shall be the primary representative for the Contractor and all communications given to and all decisions made by the superintendent shall be binding to the Contractor.
- Contractor will be required to schedule all work with the City's Project Manager.
- Contractor shall be responsible for all debris removal and restoration to any existing areas damaged by the contractor once the project is completed. Site shall be made safe, and clean of debris at the end of each work day.
- All precautions need to be taken for life safety and protection of people, vehicles, and all other structures on the site.
- The work must be performed Monday through Friday or as approved by the Project Manager.

1.3.4 USE OF PREMISES

- Contractor shall limit their use on the premises for work and storage, and to allow for Owner's Occupancy.
- Contractor shall coordinate use of premises under direction of owner representative, assume full responsibility for protection and safe keeping of products under this contract stored on site, and move any stored products under Contractor's control which interfere with operations of the Owners or separate contractor.

1.3.5 WARRANTIES

- Contractor shall provide a seven (7) year workmanship labor and material warranty covering repair of peeling or fading paint, lose or deteriorated sealant on all masonry-to-masonry expansion joints, windows, doors and other penetrations, removed and replaced by the contractor.
- Upon completion of the project, and with their application instructions and specifications strictly adhered to, the contractor shall provide a written seven (7) year product warranty from the manufacturer.

1.4 PROJECT COST ESTIMATE & TIMELINE

The City has not established an estimated cost for this project; however, any potential budgeted cost does not include permit costs.



Please note the City will include a Permit Allowance for this project, **therefore proposers should not include permit costs in their total proposal price.**

The work shall be completed no more than 120 days from issuance of City's Notice to Proceed. The estimated start date will be determined after City Commission acceptance of the intended contract awardee, and will be provided to the vendor at that time.

1.4.1 PERMITS

The City anticipates this project to require the following permits:

Permit	Agency	Cost (or related method of calculation)
Building	City of Pembroke Pines Building Department (Calvin, Giordano & Associates, Inc.)	2.80% of construction costs

1.4.2 PERMIT ALLOWANCE

The City shall include a "Permit Allowance" for this project. The Contractor shall obtain all required permits to complete the work, however the City shall utilize the Permit Allowance 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 allowance at time of award. The allowance 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 Permit Allowance funds that have not been utilized at the end of the project will remain with the City, if the City Permit fees exceed the allowance indicated, the City will reimburse the contractor the actual amount of City Permit Fees required for project completion.

1.5 PROPOSAL REQUIREMENTS

The following documents will need to be completed, scanned and submitted through www.bidsync.com as part of the bidder's submittal. The proposer interested in responding to this solicitation must provide the information requested below. Submittals that do not respond completely to all requirements specified herein may be considered non-responsive and eliminated from the process.



1.5.1 Attachment A: Contact Information Form

- a. Attached is contact information form (Attachment A) where the vendor will enter their contact information and complete the proposal checklist. The Contact information form shall be electronically signed by the contact person authorized to represent the contractor. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal.
- b. The vendor must provide their pricing through the designated lines items listed on the BidSync website.
- c. Please note vendors should be registered on BidSync 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.
- d. The contact information form should contain an electronic signature of the authorized representative of the Proposer along with the address and telephone number for communications regarding the Proposal.
- e. Proposals by corporations should be executed in the corporate name by the President or other corporate officer accompanied by evidence of authority to sign. The corporate address and state of incorporation must also be shown.
- f. Proposals by partnerships should be executed in the partnership name and signed by a partner whose title and the official address of the partnership must be shown.

1.5.2 Attachment B: Vendor Information Form and a W-9

- a. In addition to the Vendor Information Form, please ensure that you provide the completed W-9 (Rev. November 2017), as previously dated versions of this form will delay the processing of any payments to the awarded vendor.

1.5.3 Attachment C: Non-Collusive Affidavit

1.5.4 Attachment D: Sworn Statement on Public Entity Crimes Form

1.5.5 Attachment E: Local Vendor Preference Certification

- a. If claiming Local Pembroke Pines Vendor Preference, business must attach a current business tax receipt from the City of Pembroke Pines
- b. If claiming Local Broward County Vendor Preference, business must attach a current business tax receipt from Broward County or the city within Broward County where the business resides.



- c. The Local Vendor Preference Certification form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Local Vendor Preference based on their sub-contractors' qualifications.

1.5.6 Attachment F: 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.

1.5.7 Attachment G: Equal Benefits Certification Form

1.5.8 Attachment H: Vendor Drug-Free Workplace Certification Form

1.5.9 Attachment I: Vendor Certification Regarding Scrutinized Companies List

1.5.9 Attachment J: Proposer's Completed Qualification Statement

1.5.10 Attachment M: References Form

- a. Complete **Attachment M: References Form**, preferably where the team was the same. References should be from the last five (5) 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.

1.5.11 Attachment N: Mandatory Pre-Bid Meeting Form

1.5.12 Proposal Security (Bid Bond Form or Cashier's Check)

- a. Each Proposal must 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 BidSync.
- d. Proposers must 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 # PSPW-18-14 Exterior Painting of the Senior Center Complex**" 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.

1.6 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.

1.7 TENTATIVE SCHEDULE OF EVENTS

Event	Time &/or Date
Issuance of Solicitation (Posting Date)	December 11, 2018
Mandatory Pre-Bid Meeting	10:00 a.m. on January 8, 2019
Question Due Date	January 14, 2019
Anticipated Date of Issuance for the Addenda with Questions and Answers	January 16, 2019
Proposals will be accepted until	2:00 p.m. on January 22, 2019
Proposals will be opened at	2:30 p.m. on January 22, 2019
Evaluation of Proposals by Staff	TBD
Recommendation of Contractor to City Commission award	TBD
Issuance of Notice to Proceed	TBD
Project Commencement	TBD
Project Completion	Not to exceed 120 days from NTP



1.7.1 MANDATORY PRE-BID MEETING / SITE VISIT

There will be a mandatory scheduled pre-bid meeting on **January 8, 2019 at 10:00 a.m.** Meeting location will start in the Property Manager's office at the Senior Residences Administration Office Building located at **501 NW 103rd Avenue, Pembroke Pines, FL 33025.**

All vendors will be required to complete **Attachment N "Mandatory Pre-Bid Meeting Form"** at the meeting and submit it as part of their proposal to show proof of attendance to the mandatory meeting.

1.8 SUBMISSION REQUIREMENTS

Bids/proposals **must be submitted electronically** at www.bidsync.com on or before **2:00 p.m. on January 22, 2019.**

Please note vendors should be registered on BidSync 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 BidSync website. In addition, the vendor must complete any webforms on the BidSync website and provide any additional information requested throughout this solicitation. Any additional information requested in the solicitation should be scanned and uploaded. **Unless otherwise specified, the City requests for vendors to upload their documents as one (1) PDF document in the order that is outlined in the bid package.**

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 BidSync website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals. BidSync 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 their support line at 1-800-990-9339 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 # PSPW-18-14, Exterior Painting of the Senior Center Complex**" and sent to the City of Pembroke Pines, City Clerk's Office, 4th Floor, 601 City Center Way, Pembroke Pines, Florida, 33025.



CONTACT INFORMATION FORM

IN ACCORDANCE WITH “IFB # PSPW-18-14” titled “**Exterior Painting of the Senior Center Complex**” attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY: _____

STREET ADDRESS: _____

CITY, STATE & ZIP CODE: _____

PRIMARY CONTACT FOR THE PROJECT:

NAME: _____ TITLE: _____

E-MAIL: _____

TELEPHONE: _____ FAX: _____

AUTHORIZED APPROVER:

NAME: _____ TITLE: _____

E-MAIL: _____

TELEPHONE: _____ FAX: _____

SIGNATURE: _____

B) Proposal Checklist

Are all materials, freight, labor and warranties included?

Yes_____

**C) Sample Proposal Form**

The following sample price proposal is for information only. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

Base Pricing:

Address	Project Cost
Waterproofing & Painting - Community Center 301 NW 103rd Ave, Pembroke Pines, FL 33025	Price to be Submitted Via BidSync
Additional Work	Cost per SQ. FT.
Stucco Repair	Price to be Submitted Via BidSync

Address	Project Cost
Waterproofing & Painting - Senior Residences 401 NW 103rd Ave., Pembroke Pines, FL 33025 501 NW 103rd Ave., Pembroke Pines, FL 33025 601 NW 103rd Ave., Pembroke Pines, FL 33025	Price to be Submitted Via BidSync
Additional Work	Cost per SQ. FT.
Stucco Repair	Price to be Submitted Via BidSync