



City of Satellite Beach
Support Services Department
565 Cassia Blvd.
Satellite Beach, Florida 32937
Phone (321) 773-4407
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March 27, 2017

Request for Bids

The City of Satellite Beach will be receiving sealed bids at the Office of the City Clerk, Satellite Beach City Hall, 565 Cassia Blvd., Satellite Beach, FL 32937 for:

Recreation Bleachers – Satellite Beach Sports and Recreation Park RFB No. 16/17-03

This request is for a qualified firm to fabricate and deliver four (4) aluminum bleachers for the Satellite Beach Sports and Recreation Park, located at 750 Jamaica Boulevard, Satellite Beach, Florida, 32937.

Bid Due Date: 2:00 p.m. on April 17, 2017

Office of the City Clerk, Satellite Beach City Hall, 565 Cassia Blvd., Satellite Beach, FL 32937

Scope of Work

The selected firm shall have the ability to perform and carry out in a professional manner the services necessary to complete the assigned project. At a minimum, this work shall include:

1. Provide and deliver four (4) each all-aluminum non-elevated welded angle frame bleachers. All materials used should be new and free of defects. Bleachers should meet the following specifications:
 - Net seating for approximately 90 people;
 - 5 rows high x 27' long;
 - First seat 17" above grade;
 - 8" rise/24" tread depth;
 - 2" x 10" anodized aluminum seats;
 - Double 2" x 10" mill finish footboards;
 - 4" spaced vertical bar railings on both sides and back.

2. Awarded vendor shall comply with 2014 Florida Building Code 5TH Edition and supply a set of signed engineered drawings for bleachers and approved anchor plan that meets wind load requirements. Specific design standards include:
 - The bleachers shall be designed to support, in addition to their weight, a uniformly distributed live load of not less than 120 pounds per square foot of gross horizontal projection of the bleachers.
 - All seat and foot plank members shall be designed to support no less than 125 pounds per linear foot, over a 6 foot span, multi-span condition.
 - Bleachers shall be designed to resist, with or without live load, horizontal wind load of 30 pounds per square foot of gross vertical projection.
 - They shall be designed to resist, in addition to the live load, sway forces applied to the seats, in a direction parallel to the direction of the seat plank, 24 pounds per linear foot of seat plank, and separately, in a direction perpendicular to the direction of seats, 10 pounds per linear foot of seat plank.
3. Any vendor wishing to submit an Alternate proposal for bleachers that deviate from the above specifications may do so.

Additional Instructions:

Vendors are asked to provide a detailed bid for all costs of completing this project, including design, fabrication, and delivery.

Details on any warranty should also be included.

The bid should also include a timeline for completion of the work.

Vendors should also provide proof of current insurance, including workers' compensation, commercial general liability, and automobile liability. The selected vendor will be required to provide proof of insurance before commencement of work. All policies except workers' compensation policies, shall name the City as an additional insured, and provide for a combined single limit for bodily insurance and property damage of no less than \$1,000,000. If insurance is provided with a general aggregate, then the aggregate shall be in an amount of no less than \$1,000,000.

Bids should be itemized and identify all of the costs associated with the project. Bids should also include a statement confirming the vendor's ability to comply with all aspects of the scope of work. Deviations from the scope of work must be provided in writing and fully explained.

Submittal Information

1. Bid submittal

Request for Bid documents may be obtained by accessing the City of Satellite Beach website at www.satellitebeach.org/business/bids.php , RFB No. 16/17-03 section entitled Recreation Bleachers.

Mark the document **RFB No. 16/17-03 Recreation Bleachers** on the lower left-hand corner of the front of the envelope and mail or hand deliver to the Office of the City Clerk, City of Satellite Beach, City Hall, 565 Cassia Blvd., Satellite Beach, FL 32937 in a sealed envelope. **Three (3) original bid proposals, and one electronic version (CD, flash drive) must be submitted no later than 2:00 p.m. on April 17, 2017,** at which time the names of the firms submitting bids will be read out loud.

2. Information and Clarification

For information concerning the scope of work or bidding procedures, contact Assistant City Manager Suzanne Sherman (321) 773-4407 Ext. 225 or via email: ssherman@satellitebeach.org. It is the bidder's responsibility to request clarification on any aspects of the bid prior to bidding.

The deadline for questions from vendors is April 7, 2017. If questions are received, an Addendum with answers will be posted on April 10, 2017.

Any changes to the scope of work as a result of vendor questions (if received) will be issued via Addendum that will be posted on April 10, 2017 on the City's website at www.satellitebeach.org/business/bids.php, RFB No. 16/17-03 section entitled Recreation Bleachers.

3. Selection of Vendor

The evaluation committee meeting will be held on Wednesday, April 19, 2017. Bids will be evaluated based upon the following criteria:

- Lowest overall price (60 points)
- Responsiveness to the Scope of Work (30 points)
- Number and scope of conditions attached to the bid (10 points)

Upon award of the contract to the responsible bidder, the awarded vendor shall carry on the services and adhere to the contract during any disputes or disagreements which may arise between the vendor and the City.

The City reserves the right to reject any and all bids.

The City reserves the right to modify the scope of work and negotiate pricing with the selected contractor if it is deemed in the best interest of the City of Satellite Beach.

4. Request for Bids Schedule

The chart below provides a summary of the scheduled calendar of events with important dates and times related to this Request for Bids process. Dates are subject to change by the Assistant City Manager or designee, at their sole discretion. If it is necessary to change these dates/times prior to the proposal due date, the change will be announced via an addendum.

Action:	Date:
RFP Released	March 27, 2017
Deadline for Questions by Respondents*	April 7, 2017 @ 5:00 p.m., Local Time
City Response to Questions Issued*	April 10, 2017
Bid Due Date and Time	April 17, 2017 @ 2:00 p.m., Local Time
Evaluation Committee Meeting	April 19, 2017, Time TBD
Recommendation to Council	May 3, 2017

(*if applicable)

5. Termination/Cancellation Clause

The City shall have the right to unilaterally cancel, terminate or suspend this Contract, in whole or in part, if the City deems performance has not been satisfactory.