

Gasparilla Island Bridge Authority

REQUEST FOR PROPOSAL TOLL BUILDING ALTERATIONS AND REROOF

RFP #2017-03



P.O. Box 1918
Boca Grande, Florida 33921
www.giba.us
Kathy Banson-Verrico, Executive Director

INTRODUCTION

The State of Florida Independent Special District known as the Gasparilla Island Bridge Authority (the "GIBA") was created by Special Act 96-507 of the Florida Legislature. The GIBA is run by a Board of five (5) elected voting Supervisors and four (4) appointed non-voting Supervisors who meet quarterly. The GIBA Special Tax District includes all voters within the geographic area from the CR 775/ Causeway intersection (in Charlotte County), south along the Boca Grande Causeway past North and Cole Islands to Gasparilla Island's village of Boca Grande (in Lee County). The mission of the GIBA is to maintain safe and efficient traffic flow at all times through the toll booths, along the causeway and along the Intracoastal water way, and to make fair and balanced decisions which impact a diverse group of stakeholders including owners, travelers, local businesses and employees.

The Boca Grande Swing Bridge, two fixed-span bridges and causeway are located in southwest Charlotte County near Placida. It is the only land link from Charlotte County to the three barrier islands known as North Island, Cole Island and Gasparilla Island. All three bridges and the causeway are operated and maintained by the GIBA and owned by the public residing within the GIBA Special District.

PURPOSE

The purpose of this Request for Proposal is to select a qualified contractor to furnish and install a replacement roof for the toll plaza located at 6201 Boca Grande Causeway Placida, FL 33946.

SCOPE OF SERVICES

The scope of services will include all labor, services, materials and products to remove and replace the existing roof on the GIBA toll plaza. Contractors shall demolish, repair, renovate and replace, as specified in the attached Structural Plans for GIBA Toll Building Alterations & Reroof designed by Giffels Webster Engineers, Inc. 900 Pine Street Suite 225 Englewood, FL 34223.

PROPOSAL CONTENTS

Proposals are sought from firms with recognized expertise in roofing projects. Submit one (1) original hard copy on 8 1/2 x 11 paper. Within your Proposal, please include and clearly identify the items listed below. Failure to include all of the required information may result in disqualification of a bidder.

- A. Contractor's name, address, and names of primary contact person.
- B. Subcontractor listing.
- C. List of three (3) client references.
- D. Lump sum fee for the work to be performed, including costs from all anticipated contractors:
 - a. Price should include detailed breakdown of all components.
 - b. Alternate price to be given for use of steel trusses instead of prefabricated wood trusses.
 - c. Please Note: Additional work outside of the scope of this Request for Proposal will be billed at an hourly rate on a time and materials basis. This out of scope work must have prior approval in writing by GIBA.
- E. The contractor shall submit a copy of the manufacturer's warranty indicating duration of said warranty and installation shall be according to the manufacturer's instructions.
- F. The GIBA toll plaza is open 24 hours per day. The contractor must include in the bid a detailed plan on maintaining the traffic flow through the lanes at all times. Intermittent lane closures will be acceptable

but long term lane closures are not desirable. The bidder will inform GIBA staff of all planned lane closures and/or expected traffic disruptions.

G. Proof of Insurance.

The design drawings can be found on the PRESS/MEDIA tab of the GIBA website at www.giba.us or picked up in person at the GIBA administration office located at 6201 Boca Grande Causeway Placida, FL 33946. Questions must be directed in writing to kathygiba@earthlink.net. Responses to questions will be posted as Addenda on the GIBA website and it is the bidder's responsibility to download addenda. Do not contact GIBA staff or Board Members via telephone with questions.

GIBA reserves the right to accept or reject any or all bids, to waive irregularities and/or informalities and to disregard all non-conforming, non-responsive, unbalanced or conditional bids. GIBA complies with all Equal Opportunity requirements. All qualified contractors will receive consideration without regard to race, creed, color, national origin, sex, marital status, religion, ancestry, mental or physical handicap or age.

A mandatory pre-bid meeting is scheduled for Wednesday July 19, 2017 at 10:00 am in the GIBA Administration Building located at 6201 Boca Grande Causeway Placida, FL 33946.

ADDITIONAL INFORMATION

All painted surfaces should match the existing toll plaza paint scheme.

GENERAL TERMS AND CONDITIONS

Questions or Clarifications

Any questions or requests for clarification must be submitted in written or e-mail form to the GIBA. The GIBA shall not be responsible for oral interpretations given by any GIBA employee, representative, or others. The issuance of a written addendum is the only official method whereby interpretation, clarification or additional information can be given. If any addenda are issued to this RFP, the GIBA will attempt to notify all prospective proposers who have secured same; however, it shall be the responsibility of each proposer, prior to submitting their proposal, to contact the GIBA to determine if addenda were issued. Any question or request must include the RFP number and title.

Proposal Expenses

All proposal preparation expenses are to be borne by the proposer.

Disclosure

Upon receipt, responses become "Public Records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes.

Reserved Rights

The GIBA reserves the right to accept or reject any and/or all proposals, to waive irregularities and technicalities, and to request resubmission. Any sole response received by the first submission date may or may not be rejected by the GIBA, depending on available competition and timely needs of the GIBA. The GIBA reserves the right to award the contract to a responsible proposer submitting a responsive proposal, with a resulting negotiated agreement which is most advantageous and in the best interests of the GIBA. The GIBA shall be the sole judge of the proposal, and the resulting negotiated agreement that is in its best interest and its decision shall be final. Also, the GIBA reserves the right to make such investigation, as it deems necessary to determine the ability of any proposer to perform the work or service requested. The proposer shall provide all information the GIBA deems necessary to make this determination.

Applicable Laws

The proposer must be authorized to transact business in the State of Florida. All applicable laws and regulations of the State of Florida will apply to any resulting agreement.

Code of Ethics

With respect to this proposal, if any proposer violates or is a party to a violation of the State of Florida per Florida Statutes, Chapter 112, Part III, Code of Ethics for Public Officers and Employees, such proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and shall be further disqualified from submitting any future proposals for work or for goods or services for the GIBA.

Public Entity Crimes

Pursuant to Section 287.133(2)(a) of the Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

Equal Employment Opportunity

The GIBA, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 and the Regulations of the Department of Commerce (15 CFR, Part 8) issued pursuant to such Act, hereby notifies all prospective proposers that they will affirmatively ensure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to participate in response to this advertisement and will not be discriminated against on the grounds of race, color, creed, sex, age or national origin in consideration for an award.

Americans with Disabilities Act

The Board of Supervisors of the GIBA does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the GIBA's functions including one's access to, participation, employment, or treatment in its programs or activities. Anyone requiring reasonable accommodation for the public meetings specified herein (i.e. Information Conference or Proposal Opening), should contact the person named on the first page of this document at least twenty-four (24) hours in advance of the activity.

Permits, Regulations, Laws

The Contractor shall procure and pay for all permits, licenses and approvals necessary for the replacement of the roof. The Contractor shall comply with all applicable local, state, and federal laws, ordinances, rules, orders and regulations.

Insurance

Workers' Compensation: Bidder shall carry coverage to apply to all employees for Statutory Limits in compliance with the applicable state and federal laws. The policy must include Employer's Liability with a minimum limit of \$100,000 each accident.

General Liability: Bidder shall have minimum limits of \$1,000,000 Per Occurrence Combined Single Limit for Bodily Injury Liability and Property Damage Liability. This shall include Premises and/or Operations, Independent Contractors, Products and/or Completed Operations, Broad Form Property Damage and SCU Coverage, and a Contractual Liability Endorsement.

Business Auto Policy: Bidder shall have minimum limits of \$1,000,000 Per Occurrence Combined Single Limit for Bodily Injury Liability and Property Damage Liability. This shall include owned vehicles, hired and non-owned vehicles and employee non-ownership.

AWARD

Award of this RFP shall be made to the firm that, in the sole opinion of the GIBA, best satisfies the needs of the GIBA.

SUBMITTAL REQUIREMENTS

Proposals shall be received until 4:00pm on August 11, 2017:

Mailing Address:

Gasparilla Island Bridge Authority
P.O. Box 1918
Boca Grande, Florida 33921-1918

Physical Address:

Gasparilla Island Bridge Authority
6201 Boca Grande Causeway
Placida, FL 33946

Email: kathygiba@earthlink.net

Proposals not received by deadline will not be considered.

TIME REQUIREMENTS

Proposal Calendar

Request for proposal issued

July 5, 2017

Mandatory Pre-Bid Meeting

July 19, 2017 10:00 am

Due date for proposals

August 11, 2017

Contract awarded

August 24, 2017

Site work start date

September 2017