



# HIGHLANDS COUNTY

BOARD OF COUNTY COMMISSIONERS

(HCBCC)

GENERAL SERVICES & PURCHASING

## INVITATION TO BID

The Board of County Commissioners, Highlands County, Sebring, Florida, will receive sealed bids in the County Purchasing Department for:

**ITB 09-050            HIGHLANDS COUNTY AGRI-CIVIC CENTER  
STORM HAZARD MITIGATION  
PROJECT NO. 05048 - NIGP CODE: 909**

Copies of the drawings, specifications, and other Contract Documents are on file and available for public inspection at the office of the Architect, Chastain-Skillman, Inc., 363 U.S. Highway 27 South, Sebring, Florida 33870-2140, (863) 382-4160. Copies of the drawings and specifications may be obtained from the above location upon payment of **\$25.00, including sales tax** for each set. No partial sets will be issued.

Bid submittal procedures and insurance requirements can be clarified by the office of Mr. Gerald (Jed) Secory, Director, Highlands County General Services / Purchasing Department, 4320 George Blvd., Sebring, 33875-5803, 863-402-6523, Fax: 6735, or by E-Mail: [gsecory@hcbcc.org](mailto:gsecory@hcbcc.org) or Danielle Gilbert, Purchasing Analyst, 863-402-6524, Fax: 6769, or by E-Mail: [dgilbert@hcbcc.org](mailto:dgilbert@hcbcc.org).

A **MANDATORY PRE-BID** meeting will be held at **10:00 A.M. on JULY 1, 2009** in the Highlands County Agri-Civic Center Auditorium, 4505 George Blvd., Sebring, FL 33875.

**Submit one (1) original and three (3) copies** of your bid form, bid security and other required data in a sealed envelope marked with the bid number and name so as to identify the enclosed bid submittal. Bids must be delivered to Highlands County Purchasing Department, 4320 George Blvd., Sebring, FL 33875-5803 so as to reach said office no later than **2:00 PM, JULY 16, 2009** at which time they will be opened. Bids received later than the date and time as specified will be rejected. The Board will not be responsible for the late deliveries of bids that are incorrectly addressed, delivered in person, by mail or any other type of delivery service.

One or more County Commissioners may be in attendance at either of the above meetings. Highlands County Local Preference policy will apply to the award of this bid.

Vendors submitting responses must submit bids on all work to receive consideration. A Bid Bond or Cashier's Check in an amount of five percent (5%) of the bid must be included on bids over \$100,000.00. If the successful bid is greater than \$200,000.00, a Public Construction Bond will be required of the Awarded Vendor. Bid must be accompanied by evidence of bidder's

qualifications to do business in the state of Florida, in accordance with F.S. 489.

The principal features of the Project are :

1. Installation of Concrete filled cells in certain locations in existing exterior walls.
2. Removal and replacement of metal roofing.
3. Miscellaneous structural improvements.
4. Installation of a new door and frame with transom in an existing opening.
5. Remodeling of the Agri-Civic Center Entry as a bid alternate.

The principal features, as defined above, are not intended to cover every aspect of the installation details. The Contractor shall be responsible for reviewing the Contract Documents, plans, and specifications to determine full scope of work and specific requirements for the project, which include familiarity and compliance with all federal, state, and local laws and regulations.

The Highlands County Board of County Commissioners (HCBCC/COUNTY) reserves the right to accept or reject any or all bids or any parts thereof, and the award, if an award is made, will be made to the most responsive and responsible bidder whose bid and qualifications indicate that the award will be in the best interest of Highlands County. The Board reserves the right to waive irregularities in the bid.

Please note that an Award determination will also be made by a Cost / Benefit Analysis performed by the Florida Department of Community Affairs (DCA).

The Owner further reserves the right to **Direct Purchase** materials for this project if in their opinion a significant cost savings can be realized.

The Board of County Commissioners of Highlands County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions, including one's access to, participation, employment or treatment in its programs or activities. Anyone requiring reasonable accommodation as provided for in the Americans with Disabilities Act or Section 286.26, Florida Statutes, should contact Mr. John Minor, ADA Coordinator, at (863) 402-6509 (Voice), or via Florida Relay Service 711, or by e-mail: [jminor@hcbcc.org](mailto:jminor@hcbcc.org). Requests for CART or interpreter services should be made at least 24 hours in advance to permit coordination of the service.

Board of County Commissioners  
Purchasing Department  
Highlands County, Florida

Website: [www.hcbcc.net](http://www.hcbcc.net)