



INVITATION TO BID (ITB) O-00320

FOR

**SELMON EXPRESSWAY REVERSIBLE EXPRESS LANES (REL)
CONSTRUCTION OF AESTHETIC LIGHTING**

CONSTRUCTION SERVICES

ITB Issue Date: 03/13/20

ITB Response Due Date: 04/16/20

RESPONSIBLE DEPARTMENT

Expressway Operations

PROCUREMENT DEPARTMENT

Man Le, PMP
Procurement Manager
1104 East Twiggs Street, Suite 300
Tampa, Florida 33602
Telephone Number: (813) 272-2307
Email: Man.Le@tampa-xway.com

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- Exhibit A ~ Public Entity Crimes
- Exhibit B ~ Drug-Free Workplace
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- Exhibit F ~ Experience and References

- Attachment A ~ Summary of Work
- Attachment B ~ Bid Proposal Forms
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Plans:

- Final Bid Plans THEA Aesthetic Lighting Base Bid Plans
- Final Bid Plans THEA Aesthetic Lighting Bid Alternative Plans
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- Final Bid Plans THEA Aesthetic Lighting LDAR Base Bid Alternative
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I. INTRODUCTION

The Tampa Hillsborough Expressway Authority (THEA) is seeking a qualified firm to provide all the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization, and maintenance necessary for selective clearing and grubbing of the site, removal of the existing decorative pier lighting, removal, replacement, and upgrading as needed of existing electrical and fiber optic wiring and cabling, construction and installation of decorative pier and bridge lighting on the Reversible Express Lanes (REL) bridge structure, installation and commissioning of programmable digital control, which shall be remotely controllable from the THEA Traffic Management Center at THEA Headquarters, and maintenance of traffic for a signature lighting project on the REL

II. SUMMARY OF WORK ~ See Attachment A

III. INSTRUCTIONS TO BIDDERS

1. The Authority must receive all submittals at the locations stated below, not later than 2:00 PM Eastern on 04/16/20. Any submittal received after the stated time and date shall not be considered. It shall be the sole responsibility of the firm to have its package delivered to the Authority by U.S. Mail, hand delivery, or any other method available to them; however, facsimile or telegraphic submittals will not be accepted. Delay in delivery shall not be the responsibility of the Authority. Submittals received after the deadline shall not be considered, and may be returned only at the firm's expense.
2. Each firm shall examine all documents and shall determine all matters relating to the interpretation of such documents.
3. Each firm shall provide at least 3 references from similar type projects.
4. Two bid proposals are required. The base bid includes all the brackets and wiring for lighting the piers for the entire project. The bid alternate adds the lighting of the segments.
5. A Bid Security (i.e. Bid Bond) is required for this ITB process. Each Bid Proposal package must be accompanied by a bid guarantee in the form of a Certified Check, Cashier's Check, or by a Bid Bond in the amount of five percent (5%) of the base bid, but no less than \$1000. A Bid Bond must be prepared on the approved form, duly executed by the Bidder as Principal and meeting the standards specified herein.
6. The following forms are required by the Authority to be submitted as part of the Bid Proposal Package:
 - Public Entity Crimes Statement
 - Drug Free Workplace Form
 - Anticipated SBE Participation Statement
 - Conflict of Interest Statement
 - Certification Regarding Scrutinized Companies List
 - Experience and References Form

- Bid Proposal Form
 - Bid Bond Form
7. One (1) original sealed Bid Proposal form and required forms above must be delivered to the Authority's Procurement Department in one package, clearly marked on the outside, "Invitation to Bid O-00320 for Selmon Expressway REL Construction of Aesthetic Lighting for the Tampa Hillsborough County Expressway Authority," with date sent or delivered to:

Man Le ~ Procurement Manager
1104 East Twiggs Street, Suite 300
Tampa, FL 33602

8. The Authority shall not be liable for any expenses incurred in the preparation of the bid proposals.
9. The Authority reserves the right to accept or reject any or all bid proposals, to waive irregularities and technicalities, and to request resubmission or to re-advertise for all or any part of the work. The Authority shall be the sole judge of the submittals and the resulting negotiated agreement that is in the Authority's best interest, and the Authority's decision shall be final.
10. Joint proposals will not be accepted.
11. The successful firm shall be required to execute an agreement, in form and content acceptable to the Authority, indemnifying and holding harmless the Authority, its officials, officers, employees, and agents from all claims.
12. **Firms, their agents, or associates shall refrain from contacting or soliciting any Authority staff or members of the Board directly or indirectly regarding this ITB during the selection process. Failure to comply with this provision may result in the disqualification of the firm. All requests for clarification or additional information should be made in writing via email to: Man.Le@tampa-xway.com**

IV. QUALIFICATIONS:

1. The bidder must include with its proposal package all completed required forms as indicated in Section III Instructions to Bidders. Failure to submit all completed forms may be cause for rejection at the sole option of THEA.
2. Personnel proposed for the project shall be available to perform the work as described. All personnel shall be considered to be, at all times, the employees, or agents of the bidder and not employees or agents of THEA. Procedures shall be in place for prompt temporary replacement of absent employees and timely permanent replacement of staff vacancies.
3. The bidder shall designate from its staff a fulltime, qualified Project Manager having at least 5 years of experience in performing and/or administering similar types of work as this project. The Project Manager shall be the single point of contact as liaison with THEA during the procurement process and during performance of the project. The Project Manager shall be the responsible person in charge of coordinating day to day work activities, schedules, payment

applications, directing the firm's work forces, reports, day to day administrative matters, coordinating the SBE policy to achieve the established goals and other related items necessary to fulfill the requirements of the Contract.

V. SELECTION PROCESS

The selection process for this ITB will consist of the following.

EVALUATION CRITERIA:

Proposals will be evaluated on whether the bidder is responsible and responsive to this solicitation, with the objective to evaluate those bids and responses and to award a contract for the work to the lowest, responsive and responsible bidder, as determined by THEA, in its sole and absolute discretion, considering all relevant facts and information.

FINAL SELECTION:

The bidder with the lowest qualified bid will be presented to THEA's Board for consideration and approval with a recommendation that the bidder be selected per the Schedule of Events in Section VI below.

VI. SCHEDULE OF EVENTS

EVENT	DATE/TIME
Release of ITB	03/13/20
Non-Mandatory Pre-Bid Meeting <i>Location:</i> Transportation Management Center (TMC) 1104 East Twiggs Street, Board Room Tampa, FL 33602	03/19/20 @ 3:00 p.m.
Deadline for Questions/Request for Clarification	03/03/20
Deadline for THEA to respond to firm's questions	03/05/20
Bid Proposal Package Due Date/Time (Deadline) <i>Location:</i> Transportation Management Center (TMC) 1104 East Twiggs Street, Suite 300 Tampa, FL 33602 Public Opening of Bids/Proposals (Firms not required to attend, however, the opening is open to the public.)	04/16/20 by 2 p.m. EST
Post Notice of Intended Ranking to the Authority's website and Demandstar.	4/17/20

EVENT	DATE/TIME
Board Approval of Final Ranking & Award of Contract @ TMC, Board Room	4/27/20 @ 1:30 p.m.
Posting of Notice of Board Approval & Award of Contract to the Authority's website and Demandstar.	4/28/20

VII. TERMS AND CONDITIONS

The Authority reserves the right to reject all proposals, any proposal not conforming to this Invitation to Bid, and to waive any irregularity or informality with respect to any proposal. The Authority further, reserves the right to request clarification of information submitted and to request additional information from one or more firms.

The Authority requires that the firm selected will not discriminate under the contract against any person in accordance with federal, state, and local governments' regulations. The Authority requires the firm selected make an affirmative statement to the effect that their retention shall not result in conflict of interests with respect to the Authority.

The Authority requires that the firm make an affirmative statement to the effect that they have not contacted, or attempted to contact, any member of the Board, or Authority staff, except as expressly permitted in the ITB.

VIII. STATEMENT ON PUBLIC ENTITY CRIMES

Failure of the firm to certify the firm as free from any "public entity crime" as defined in the Florida Statutes, Subsection 287.133 shall result in rejection or disqualification of your proposal. (See Exhibit A)

IX. DRUG-FREE WORKPLACE

Failure of the firm to certify the firm as a drug-free workplace in accordance with Florida Statutes, Subsection 287.087 shall result in rejection or disqualification of your proposal. (See Exhibit B).

EXHIBIT A

**SWORN STATEMENT UNDER SECTION 287.133 (3)(a)
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

1. This sworn statement is submitted by _____ as
_____ of
_____ whose business address is
_____ and (if applicable) its
Federal Employer Identification Number (FEIN) is _____.
2. I understand that a “public entity crime” as defined in Section 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - A. A predecessor or successor of a person convicted of a public entity crime; or
 - B. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of _____, the entity, nor any affiliate of the entity have been convicted of a public entity crime subsequent to July 1, 1989.

By _____

Date _____

STATE OF
COUNTY OF

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ who is personally known to me or who produced a _____ as identification and who did take an oath.

Notary Public

My commission expires:

EXHIBIT B

DRUG-FREE WORKPLACE FORM

The undersigned firm, in accordance with Florida Status 287.087 hereby certifies that _____ does:

Name of Business

1. Publish a statement of notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employees will abide by the terms of a statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction of, or require the satisfactory participation in a drug abuse assistance or rehabilitation program is such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 thru 5.

As the person authorized to sign this statement, I certify that this firm complies with the above requirements.

Firm's Signature

Date

EXHIBIT C

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we _____

(Here In after called the "Principal") and _____

(Hereinafter called the "Surety"), a Corporation chartered and existing under the laws of the State of _____ with its principal offices in the City of _____ and authorized to do business in the State of Florida are held firmly bound unto the Tampa-Hillsborough County Expressway Authority, in the full and just sum of _____ Dollars (\$ _____) good and lawful money of the United States of America, to be paid upon demand of the Tampa-Hillsborough County Expressway Authority, to which payment well and truly to be made we bind ourselves, our heirs, executors, administrators, and assigns, jointly and severally by these presents.

WHEREAS, the Principal is about to submit, or has submitted to the Tampa-Hillsborough County Expressway Authority, a proposal for the _____

WHEREAS, the Principal desires to file this bond in accordance with law, in lieu of a certified check or cashier's check otherwise required to accompany this Proposal.

"NOW, THEREFORE: The conditions of this obligation are such that if the Proposal is accepted, the Principal shall, within ten (10) days after the date of receipt of a written notice of Award of Contract, execute a contract in accordance with the Proposal and upon the terms, conditions and prices set forth therein in the form and manner required by the Tampa-Hillsborough County Expressway Authority and execute a sufficient and satisfactory Public Construction Bond, payable to the Tampa-Hillsborough County Expressway Authority and deliver documents which are condition to commencing the work... ". then this obligation to be void; otherwise to be and remain In full force and virtue in law; and the Surety shall, upon failure within the time specified above, immediately pay to the aforesaid Expressway Authority upon Demand the amount thereof in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

IN TESTIMONY THEREOF, the Principal and Surety have caused these presents to be duly signed and Sealed this _____ day of 20 ____.

Principal

(Seal)

BY: _____

Surety

(Seal)

BY: _____

Countersigned

CERTIFICATE AND AFFIDAVIT FOR SURETY BOND INSURER

TO: TAMPA-HILLSBOROUGH EXPRESSWAY AUTHORITY

RE: INVITATION TO BID NO. O-00120

BIDDER: Name: _____

Address: _____

Telephone: _____

AMOUNT OF BOND: _____

SURETY BOND INSURER

Name: _____

Address: _____

Telephone: _____

Before me, the undersigned authority, personally appeared, _____
on this _____ day of _____, 20____ who hereby certifies
that, in accordance with Section 287.0935, Florida Statutes, the insurer named
above:

1. Is licensed to do business in the State of Florida;
2. Holds a certificate of authority authorizing it to write surety bonds in Florida;
3. Has twice the minimum surplus and capital required by the Florida Insurance Code at the time the invitation to bid is Issued;
4. Is otherwise in compliance with the provisions of the Florida Insurance Code; and
5. Holds a currently valid certificate of authority issued by the United States Department of the Treasury under Section 9304-9308 of Title 31 of the United States Code.

Signature of Officer of Surety Insure

STATE OF: _____

COUNTY OF: _____

THE FOREGOING INSTRUMENT was sworn to, subscribed and acknowledged before me this
_____ day of _____, 20____ by who is personally known to me or
_____ has produced _____ as identification and did take an oath.

(Notary, check appropriate blank; and if obtaining identification, fill in appropriate identification number.)

Notary Public

(Printed Name of Notary)

My Commission Expires:

Serial Number, if
any)

EXHIBIT D

ANTICIPATED SBE PARTICIPATION STATEMENT

Project: _____

Prime Bidder Name: _____

It is our intent to subcontract _____% of the project to SBE(s).

Listed below are the proposed SBE sub bidders _____ (to the extent known, please indicate whether the company holds, Minority, Women or Disadvantaged Business Enterprise Status.):

<u>SBE(s) Name</u>	<u>Type of Work/Specialty</u>	<u>Dollar Amount/Percentage</u>	<u>Minority Status</u>
--------------------	-------------------------------	---------------------------------	------------------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Submitted by: _____ Title: _____

E-mail Address: _____ Telephone number: _____

Date: _____

EXHIBIT E

CONFLICT OF INTEREST STATEMENT

Check one of the boxes below:

- To the best of our knowledge, the undersigned bidder has no potential conflict of interest due to any other clients, contracts, or property interest for this solicitation and project.

OR

- The undersigned bidder, by attachment to this form, submits information which **may** be a potential conflict of interest due to other clients, contracts or property interest for this solicitation and project.

BIDDER:

By: _____
Authorized Signature

Printed Name of Signer

Title of Signer

Date Signed

EXHIBIT F

EXPERIENCE AND REFERENCES

3.1 Experience:

3.1.1. State the total construction volume and value that your organization has been responsible for in the past five years in:

a. Total Dollar value _____

b. Number of Contracts _____

3.1.2. List the dollar volume and number of governmental projects you have completed in the past 5 years:

a. Dollar Value _____

b. Number of government projects _____

3.2 Provide information on at least three projects that Contractor has performed within the past five (5) years that were similar to this project. List chronologically, starting with the last project:

3.2.1 **Project # 1:**

a. Date Project Completed: _____

b. Project Name: _____

c. Owner Name: _____

d. Owner Address: _____

e. Owner Telephone: _____

f. Name of Reference for this Project: _____

g. Relationship of Reference to Owner: _____

h. Title and Position Reference held for this Project:

- i. Firm name where Reference was employed for this Project:

- j. Reference's Telephone: _____
- k. Dollar Amount: _____
- l. List any other special criteria _ i.e. specialized repair or equipment, etc. worked: _____
- m. Describe Your Specific Scope of Work: _____

- n. General Contract Amount: _____
- o. Your Participation was:

- p. Completion Date:

- q. Was Project completed on time?

- r. Was Project completed within budget?

- s. If not, explain: _____
- t. Penalties imposed? (Yes or No; if Yes, explain) _____

- u. Any liens, claims, or lawsuits? (Yes or No, if Yes, explain):

- v. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal. _____

-
- w. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project: _____

- x. Any other pertinent information? _____

[Use additional sheets as necessary]

3.2.2 Project # 2:

- a. Date Project Completed: _____
- b. Project Name: _____
- c. Owner Name: _____
- d. Owner Address: _____
- e. Owner Telephone: _____
- f. Name of Reference for this Project: _____
- g. Relationship of Reference to Owner: _____
- h. Title and Position Reference held for this Project:

- i. Firm name where Reference was employed for this Project:

- j. Reference's Telephone: _____
- k. Dollar Amount: _____
- l. List any other special criteria _ i.e. specialized repair or equipment,
etc. worked: _____
- m. Describe Your Specific Scope of Work: _____

- n. General Contract Amount: _____
- o. Your Participation was:

- p. Completion Date:

- q. Was Project completed on time?

- r. Was Project completed within budget?

- s. If not, explain: _____
- t. Penalties imposed? (Yes or No; if Yes, explain) _____
- u. Any liens, claims, or lawsuits? (Yes or No, if Yes, explain):

- v. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal. _____

- w. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project: _____

- x. Any other pertinent information? _____

[Use additional sheets as necessary]

3.2.3 Project # 3:

- a. Date Project Completed: _____
- b. Project Name: _____
- c. Owner Name: _____
- d. Owner Address: _____
- e. Owner Telephone: _____
- f. Name of Reference for this Project: _____
- g. Relationship of Reference to Owner: _____
- h. Title and Position Reference held for this Project: _____
- i. Firm name where Reference was employed for this Project:

- j. Reference's Telephone: _____
- k. Dollar Amount: _____
- l. List any other special criteria _ i.e. specialized repair or equipment,
etc. worked: _____
- m. Describe Your Specific Scope of Work: _____

- a. General Contract Amount: _____
- b. Your Participation was: _____

c. Completion Date:

d. Was Project completed on time?

e. Was Project completed within budget?

f. If not explain: _____

g. Penalties imposed? (Yes or No; if Yes explain) _____

h. Any liens, claims, or lawsuits? (Yes or No, if Yes explain):

i. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal. ____

j. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project: _____

k. Any other pertinent information? _____

[Use additional sheets as necessary]