

**CITY OF NAPLES
PURCHASING DIVISION
CITY HALL, 735 8TH STREET SOUTH
NAPLES, FLORIDA 34102
PH: 239-213-7100 FX: 239-213-7105**

ADDENDUM NUMBER 1

NOTIFICATION DATE:	SOLICITATION TITLE:	SOLICITATION NUMBER:	BID OPENING DATE & TIME:
8/25/2023	Tennis Center Chickee Huts- ITB	23-032	9/6/2023 2:00PM

**THE FOLLOWING INFORMATION IS HEREBY INCORPORATED INTO,
AND MADE AN OFFICIAL PART OF THE ABOVE REFERENCED BID.**

The following clarifications are issued as an addendum identifying the following changes for the referenced solicitation.

Please find attached Exhibit A Revised Special Conditions that replaces the original Special Conditions

Exhibit A - Revised Special Conditions

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IMPORTANT MESSAGE

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID COVERSHEET.

EXHIBIT A: Revised Special Conditions

CONSTRUCTION SPECIAL CONDITIONS

A. TERMS OF CONTRACT

1. The resulting contract shall commence upon the issuance of the City's First (NTP) Notice-to-Proceed that will include a start date which shall be no later than sixty (60) days from a Notice of Award. First NTP will direct Contractor to start their mobilization process for the Project. The contractor shall fully complete all work by December 1, 2023.
2. **RETAINAGE; As a method to assure completion of the total project for projects over a total amount of \$100,000, retainage in the amount of five percent (5%) of all work completed will be withheld from the payment. The retainage will be released upon completion of the City's final inspection and submission of a completed CITY OF NAPLES RELEASE AND AFFIDAVIT FORM.**

B. PROHIBITION OF CONTACT

Under no circumstances should any prospective organization or individual, or anyone acting for or on behalf of a prospective organization or individual, seek to influence or gain the support of any member of the City Council, public official or City staff favorable to the interest of any prospective organization or individual. Likewise, contact with City Council, any public official or city staff against the interests of other prospective organization (s) and or individual(s) is prohibited. Any such activities will result in the exclusion of the prospective organization or individual from consideration by the City.

C. MINIMUM QUALIFICATION

1. Vendors licensed to do business in the State of Florida, must submit Sunbiz report showing your company registered as "Active". Vendors not licensed to do business in the State of Florida, must submit documentation equal to a Sunbiz report showing your company registered as "Active" Report must contain a footer that contains the date the document was printed. Printed date must be within 30 days of the solicitation opening date.
2. Proposers must not be listed as the System for Award Management (SAM) as an excluded party. Vendor must submit report showing your company registered Unique Entity ID and in "Active" status in the report. Submitted report must contain a footer that contains the date the document was printed. Printed date must be within 30 days of the solicitation opening date.
3. A signed and dated IRS W-9 form with EIN is required from all vendors.

D. REFERENCES

Vendors must provide a minimum of three (3) verifiable references from similar scopes of work as identified in this solicitation on the provided "Reference Questionnaire" form. Failure to provide references that verify required experience will cause the Vendor to be deemed nonresponsive.

EXHIBIT A: Revised Special Conditions

E. STATEMENT OF NO PROPOSAL

If you will not be bidding on this producer/service, please help us by completing and returning the Statement of No Bid/Proposal.

F. INSURANCE

The City's General Insurance Requirements on page 18 apply. Successful contractor(s) must furnish proof of insurance as per specifications.

Contractors should investigate and determine they hold the necessary insurance prior to bid submittal.

G. BID FORMAT

The Contract, if awarded, will be awarded on the basis of material and equipment illustrated and described on the Drawings or specified in the Specification. If a substitution or an "or equal" item is proposed, the proposer must submit this information to the City of Naples Purchasing Department fifteen (15) days prior to the Bid Opening Date and Time for evaluation as an acceptable substitution or an "or equal" item. If the substitution or the "or equal" item is accepted, the City of Naples will issue an Addendum to all Proposers listing the allowable substitution or the "or equal" item. The cost of changes in related work, additional drawings which may be required to illustrate or define the substitute or "or equal" equipment and its relationship to the other parts or portions of the Work shall be paid by the Contractor. No change will be made in the amount of time in which to complete the Work or in the liquidated damages.

H. BID SECURITY / BID BOND

It is the policy of the City of Naples to require a Bid Bond for all construction-related sealed bids estimated to be in excess of \$100,000. A bid bond or equivalent financial security in the amount of five (5) percent of the bid price shall be required and must accompany all bids. The Bid Bond is to be provided by a surety company authorized to do business in the State of Florida or otherwise supplied in a form satisfactory to the City. The bid bond must be submitted with the bid. When the invitation for bids requires a bid bond, noncompliance will result in rejection of the bid.

Note that failure or refusal of the awarded bidder to enter into a contract within twenty (20) calendar days after receipt of said contract will result in damages to the City and bid bond will be forfeited to the City as liquidated damages.

I. PROPOSAL CONSTRUCTION PERFORMANCE & PAYMENT BONDS

A Performance and Payment Bond will be required of the Awarded Proposer for any contract that is in excess of \$100,000.00 dollars and will be in an amount equal to 100 (%) percent of the price specified in the Contract. The bond(s) shall be executed by a surety company authorized to do business in the State of Florida, or otherwise secured in a manner satisfactory to the City for the protection of all

EXHIBIT A: Revised Special Conditions

persons supplying labor and material to the contractor or its subcontractors for the performance of the work provided for in the contract.

J. QUESTIONS

Questions regarding this proposer packet must be received in writing in the Purchasing Division NO LATER THAN **TEN CALENDAR DAYS PRIOR TO THE BID OPENING DATE TO ENSURE AN ANSWER IS PROVIDED PRIOR TO CLOSING. Direct all questions to:**

Felix Gomez, CPPB, NIGP-CPP
Procurement and Contracts Manager
City of Naples, Purchasing Division
735 8th Street South
Naples, Florida
34102
PH: (239) 213-7101 FX: (239) 213-7105
fgomez@naplesgov.com

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