



INVITATION TO BID NO. PW 01-11-10-22 LANDSCAPE MAINTENANCE AND INSTALLATION

Mandatory Pre-Bid: November 7, 2022, 3:00 PM
Opening Date and Time: November 21, 2022, 3:00 PM

The City of Okeechobee, Florida is currently soliciting Bids for: ground landscape maintenance and installation and replacement of new plants, trees, and shrubs at various locations throughout the City of Okeechobee.

Sealed bids must be received within the **General Services Department at City Hall, 55 SE 3rd Avenue, Rm 101, Okeechobee, FL 34974, no later than 3:00 PM EST on or before Monday, November 21, 2022.** All responses received by the deadline will be opened and recorded in the presence of one or more witnesses within the Council Chambers, Rm 200, at the address listed above. Any bids received after the above noted date and time will not be opened or considered. Facsimile or emailed bids will not be accepted.

A **MANDATORY Pre-Bid Meeting** will be held on **Monday, November 7, 2022, at 3:00 P.M.** in the **Council Chambers, Rm 200**, at the address listed above. Bidders **MUST** attend this meeting in order to submit for this bid.

Product specifications are available in the Bid Packets that may be obtained on the City's website: www.cityofokeechobee.com/contracting-opportunities.html, or from the General Services Department at City Hall during normal office hours, Mon-Fri, 8 AM-4:30 PM, except holidays, or by contacting Patty Burnette, 863-763-3372 x9820, or via email at pburnette@cityofokeechobee.com.

Questions concerning the scope of work are to be directed to Public Works Director David Allen, dallen@cityofokeechobee.com.

NOTE: Bonding Requirements Apply to this Bid Opportunity.

Bid submittals must be within a sealed envelope and contain two (2) clearly identified originals and one (1) copy of the bid, with the outside of the envelope clearly labeled "**BID NO. PW 01-11-10-22 CITY OF OKEECHOBEE LANDSCAPE MAINTENANCE AND INSTALLATION, 11-21-22, 3:00 PM**" with the **SUBMITTING COMPANY NAME AND RETURN ADDRESS**. Bids may be mailed, hand delivered and/or express mailed to the address listed above. Firms properly registered in the State of Florida are encouraged to submit their bid for consideration.

It is the sole responsibility of the Bidder to deliver personally or by mail, their Bid to the General Services Department on or before the closing hour and date for the receipt of Bids as noted above.

This solicitation does not commit the City of Okeechobee to award any contracts, to pay any costs incurred in the preparation of a response to this bid, or to contract for any services. The City Council reserves the right to reject any or all bids, to waive informalities and to accept or reject all or part of any bid, as they may deem to be in the best interests of the City of Okeechobee. Responses to this bid, upon receipt by the General Services Department, will become public records subject to provisions of Florida Statute Chapter 119 Florida Public Records Law.

By: David Allen, Public Works Director

Posted: BB/Website: 10/21/22, SM: 10/24/22