



# CORAL GABLES, FL

City of Coral Gables, 2800 SW 72<sup>nd</sup> Avenue, Miami, FL 33155

FINANCE DEPARTMENT / PROCUREMENT DIVISION

Tel: 305-460-5121, Fax: 305-460-5116

## PUBLIC NOTICE

### **Request for Qualifications (RFQ) No 2010.04.09**

The City of Coral Gables is soliciting Request for Qualifications from qualified licensed and insured Contractors that will provide services to correct deficiencies in minimum housing standards, as listed below. The City of Coral Gables will pre-qualify a minimum of three (3) Contractors. The City of Coral Gables reserves the right to select three (3) contractors that can perform all or a combination of services described below or three (3) contractors for each category of services described below.

The contractor will provide services, which would include landscaping, boarding up of vacant buildings, draining and securing pools and miscellaneous work throughout the City of Coral Gables. The contractor must have the necessary experience and be capable of providing the services requested in a timely manner.

Request for Qualifications packages may be picked up at the Office of the Chief Procurement Officer/Finance Department, Procurement Division no later than 12:00 pm Tuesday, April 27, 2010.

Qualifications for RFQ No 2010.04.09, **Minimum Housing Code Abatement Services**, will be received until 2:00 p.m., **Thursday, May 13, 2010**, at the following address:

City of Coral Gables  
Finance Department/Procurement Division  
2800 SW 72<sup>nd</sup> Avenue  
Miami, FL 33155

The City of Coral Gables will not accept and will in no way be responsible for any proposals received after the deadline of **Thursday, May 13, 2010, 2:00 p.m.** The responsibility for submitting Proposals before the stated time and date is solely the responsibility of the Proposer. The City will not be responsible for delays caused by mail, courier services, including U.S. Mail, or any other occurrence.

Award of bid will be made to the lowest responsive responsible bidder, within a reasonable time after opening of bids. However, the City reserves the right to consider other conditions which may be in the best interests of the City. One (1) original bid and five (5) complete copies must be signed and submitted in a sealed envelope and clearly marked: **Minimum Housing Code Abatement Services - RFQ No. 2010.04.09.**

**Schedule of events for this RFQ is as follows;**

<b>RFP Advertisement</b>	<b>Friday, April 16, 2010</b>
Pre-Bid Conference	N/A
<b>Last date to request packages</b>	<b>Tuesday, April 27, 2010 12pm</b>
<b>Questions</b>	<b>Thursday, April 29, 2010 4pm</b>
<b>Answers</b>	<b>Thursday, May 6, 2010 4pm</b>
<b>Proposals Submittal Deadline</b> City of Coral Gables - Procurement Division 2800 SW 72 <sup>nd</sup> Avenue - Miami, FL 33155	<b>Thursday, May 13, 2010 2pm</b> Procurement Conference Room
<b>Evaluation Committee</b> City of Coral Gables - Procurement Division 2800 SW 72 <sup>nd</sup> Avenue - Miami, FL 33155	<b>T B A</b> Procurement Conference Room

The cone of silence for this project is now in effect. Any communication regarding this solicitation between a potential offeror, vendor, service provider, bidder, lobbyist, or consultant and any city department heads, their staff, selection committee or evaluation committee members is prohibited.

The cone of silence shall terminate at; (1) the time of the City Manager's approval of the award, or (2) the time of the City Manager's written recommendation to the City Commission is received by the City Clerk, or (3) the time that bids or proposals are rejected by the City Commission or the City Manager.

Violation of the Cone of Silence by a particular bidder or offeror shall render any award to said person voidable by the City Commission. A violation of this section by a particular bidder, offeror, lobbyist or consultant shall subject such person or persons to potential debarment pursuant to the provisions of this chapter.

BID PRICES MUST BE FIRM FOR A MINIMUM OF NINETY (90) DAYS. ESCALATION CLAUSES OF ANY KIND ARE NOT ACCEPTABLE. THE CITY OF CORAL GABLES RESERVES THE RIGHT TO ACCEPT ANY BIDS DEEMED TO BE IN THE BEST INTEREST OF THE CITY OF CORAL GABLES, OR WAIVE ANY INFORMALITY IN ANY BIDS. THE CITY OF CORAL GABLES MAY ALSO REJECT ANY AND/OR ALL BIDS.

YOU ARE HEREBY ADVISED THAT THIS INVITATION TO BID IS SUBJECT TO THE FOLLOWING ORDINANCES/RESOLUTIONS, WHICH MAY BE REQUEST IN WRITING TO THE CITY OF CORAL GABLES, CITY CLERKS OFFICE:

City of Coral Gables  
City Clerk's Office  
405 Biltmore Way, 1<sup>st</sup> Floor  
Coral Gables, FL 33134

- CONE OF SILENCE - Ordinance No. O2008-27
- CODE OF ETHICS & CONFLICT OF INTEREST - Ordinance No. O2008-27
- DEBARMENT PROCEEDINGS - Ordinance No. O2008-27
- PROTEST PROCEDURES - Ordinance No. O2008-27
- LOBBYIST REGISTRATION & DISCLOSURE OF FEES - Ordinance No. O2008-27

Sincerely,

Chief Procurement Officer