



NOTICE TO BIDDERS

NOTICE IS HEREBY GIVEN that the City of Weston, Florida will be accepting sealed bids for:

AQUATIC HERBICIDES CITY BID No. 2011-04

The work consists of furnishing and delivering various aquatic herbicides to the City of Weston for maintenance of waterways.

Sealed bids will be received by the City Clerk until **11:00 a.m., local time, on Tuesday, September 6, 2011** at the City of Weston, City Hall located at 17200 Royal Palm Blvd., Weston, Florida. The official clock at the City Hall reception desk shall govern. Bids received after this time will be returned unopened.

PROJECT DOCUMENTS

Project Manuals may be obtained from the Weston Community Center, 20200 Saddle Club Road, Weston, FL, 33327, 8:00 a.m. – 5:00 p.m., Monday–Friday upon a payment of a \$50.00 non-refundable fee, for each Project Manual. Payment must be made by check, Visa, Master Card or American Express. No cash payments will be accepted. Project Manuals may be examined at the Weston Community Center at the referenced address.

Bids shall be submitted on the form(s) provided. The Project Manual must be submitted as part of the proposal.

MANDATORY PRE-BID CONFERENCE

A mandatory Pre-Bid Conference is scheduled for **9:00 a.m., on Wednesday, August 17, 2011**, at the Weston Community Center, 20200 Saddle Club Road, Weston, Florida, 33327. All contractors planning to submit a bid are required to attend this meeting. Contractors should allow sufficient time to insure arrival prior to the indicated time. Bids from those who have failed to attend will not be opened. Failure of a bidder to be present for the entire mandatory pre-bid conference, beginning at the time stated above and concluding at the dismissal of the mandatory pre-bid conference by the City shall render a bidder to be deemed non-responsive and the bid shall not be considered for award. Contractors arriving past the indicated time will not be eligible to submit a bid. Decisions of the City shall be final. The official clock at the location of the Pre-Bid Conference shall govern.

BID DOCUMENTS

Envelope containing bid must be sealed and be clearly marked, "**Aquatic Herbicides, City Bid No. 2011-04**". The bid shall contain one (1) complete copy and one (1) unbound original, and is required to be submitted to the City by the date and time indicated above. Each copy shall contain all required information in order to be considered responsive.

Once a bid has been submitted to the City at or prior to Tuesday, September 6, 2011, 11:00 a.m., local time, it shall not be returned to the bidder for any reason. The withdrawal, modification or correction of a bid after it has been opened by the City shall constitute a breach by the bidder.

All bid prices shall be guaranteed firm for a minimum of 60 calendar days after the submission of the bid. No bidder may withdraw its bid within 60 calendar days after the bid opening date.

Bid security in the form of a Bid Bond acceptable to the City or Cashier's Check made payable to the "City of Weston" in an amount equal to five percent (5%) of the bid, will be required.

Bids will be publicly opened at the City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida at **11:00 a.m., on Tuesday, September 6, 2011**. The official clock at the City Hall reception desk shall govern. Award of bid will be made at a City Commission meeting.

Any questions concerning this Notice to Bidders shall be in writing directed to Jeff Skidmore, at Fax #954-389-5430.

All bidders/proposers are advised that the City has not authorized the use of the City seal by individuals or entities responding to City invitations to bid or requests for proposal, and that any such use by unauthorized persons or entities constitutes a second degree misdemeanor pursuant to Section 165.043, Florida Statutes.

All bidders/proposers are advised that the City will not supply or sell materials to bidders/proposers in connection with submission or preparation of bids, or any other matter, including but not limited to envelopes, labels or tape.

Bidders/proposers shall demonstrate successful performance of projects of a similar magnitude, scope, value and trade as this project.

The City Commission of the City of Weston reserves the right to reject any and all bids, to waive any informality in a bid and to make awards in the best interests of the City.

Patricia A. Bates, MMC
City Clerk
City of Weston, Florida

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