



## NOTICE TO BIDDERS

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

FISCAL YEAR 2019 BANK LOAN NUMBER ONE

BID NUMBER: 2018-11

The City of Weston (the "CITY") is soliciting qualified financial institutions to extend Bank Loans to the City totaling \$10,000,000.00. The City is seeking to obtain the loans as a "Qualified Tax Exempt" obligation under Section 265(b)(3) of the Internal Revenue Code of 1986.

### BID SUBMITTAL DEADLINE

Sealed bids shall be received by the Procurement Manager until **11:00 a.m., local time, on November 6, 2018, (the "Submittal Deadline")** at the City of Weston, City Hall, located at 17200 Royal Palm Boulevard, Weston, Florida. The official clock at the City Hall reception desk shall govern. Bids received after this time shall be returned unopened.

### AVAILABILITY OF BID DOCUMENTS

Interested parties may purchase a copy of Bid No. 2018-11, Fiscal Year 2019 Bank Loan Number One, at Weston City Hall, 17200 Royal Palm Boulevard, Weston, Florida 33326, 8:00 a.m. – 5:30 p.m., Monday through Thursday and 8:00 a.m. – 3:00 p.m. on Friday, upon payment of a \$25.00 non-refundable fee for each bid. Payment shall be made by check, Visa, Master Card or American Express. No cash payments will be accepted. Bid documents are also available for electronic download from Onvia DemandStar at <http://www.demandstar.com> and from BidSync at <http://www.bidsync.com>. The bid documents may also be examined at Weston City Hall at the referenced address.

### BID PROCEDURES

Each bid shall be submitted in a separate plain sealed parcel, box or other secure packaging, marked as the "Bid". The outside of the sealed package must clearly indicate the submitting **Bid No. 2018-11, "Fiscal Year 2019 Bank Loan Number One"**, Bidder's name, address and the name, telephone number and email address of the Bidder's specific contact person. Attach a copy of the contact person's business card. **The bid shall contain one (1) unbound original and seven (7) complete copies, and is required to be submitted to the CITY by the Submittal Deadline.**

### QUESTIONS

Any questions concerning this Notice to Bidders shall be submitted in writing to Martha Perez-Garviso, Procurement Manager, by email at [mperezgarviso@westonfl.org](mailto:mperezgarviso@westonfl.org) with "Bid Number 2018-11, Fiscal Year 2019 Bank Loan Number One" on the subject line, no later than 12:00 p.m. on October 24, 2018.

## CONE OF SILENCE

A Cone of Silence is imposed upon publication of this Notice to Bidders. The Cone of Silence prohibits communications with the following individuals pertaining to this Bid:

Daniel J. Stermer, Mayor;

Toby Feuer, Commissioner;

Thomas M. Kallman, Commissioner;

Byron L. Jaffe, Commissioner;

Margaret Brown, Commissioner;

and

Karl Thompson, Assistant City Manager/COO; Selection Committee Member;

Bryan Cahen, Director of Budget; Selection Committee Member;

Ryan Fernandes, Director of Technology Services; Selection Committee Member;

Denise Barrett-Miller, Director of Communications; Alternate Selection Committee Member;

and

Any member of the Protest Committee, if and when established.

The details of the CITY's Cone of Silence are set forth in Section 32.10 of the City Code.

The Selection Committee shall convene at a publicly noticed meeting and review submissions, rank and evaluate the bids and provide a recommendation to the City Manager.

All lobbyists shall register with the CITY prior to engaging in any lobbying. The details of the CITY's Lobbyist Registration requirements are set forth in Chapter 25 of the City Code.

## RIGHTS RESERVED

The City Commission 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.

Martha Perez-Garviso, Procurement Manager

City of Weston, Florida

Published on: October 17, 2018