



NOTICE TO PROPOSERS

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

PARKS EQUIPMENT AND AMENITIES RFP NO. 2025-06

The CITY is requesting proposals from qualified firms to provide various amenities and equipment for parks and playgrounds throughout the CITY on an as needed basis, establishing a firm, fixed percentage discount from manufacturer's and/or proposer's current catalog/supply/product information price list for the purchase of various amenities and equipment as requested by the CITY's Parks and Recreation Department. The CITY reserves the right to award multiple PROPOSERS.

PROPOSERS shall be responsible for all labor, materials, equipment, supervision, off-loading, storage, and installation, of various equipment and amenities for parks and playground equipment or amenities ordered, unless otherwise specified by the CITY. The CITY may elect, in certain circumstances, to purchase materials only, as deemed appropriate. These items will be shipped to a designated location within the CITY limits and off-loaded by the PROPOSER or PROPOSER's representative. PROPOSERS shall submit with their proposal, at no charge, two (2) sets of each current catalog/supply/product information price list as well as current MSRP list for each catalog telephone number.

Within fourteen days of the Notice to Award by City Commission, the successful Proposer offering installation services shall furnish to CITY performance and payment security in an amount equal to \$100,000.00, as security for the faithful performance of Agreement and for the payment of all persons performing labor and/or furnishing materials in connection with the Agreement. Successful PROPOSER(s) offering installation services shall also be required to comply with the insurance requirements stipulated in Section 6, Standards of Insurance, as noted in the Agreement document.

PROPOSERS are advised that the CITY has **NOT** authorized the use of CITY's seal by individuals or entities responding to the CITY's RFP, and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

EXPERIENCE

PROPOSERS shall be regularly engaged in the business of providing parks equipment and amenities and shall provide the necessary documentation to demonstrate that they meet the following qualifications: 1) PROPOSERS shall have been incorporated and in continuous operation for a minimum of the past five (5) years immediately preceding the date that this RFP is issued; 2) shall be an authorized distributor for the manufacturer brands being offered, PROPOSERS must provide written manufacturer certification; and 3) shall provide a website link to the manufacturer catalog or hard copy catalogue for the manufacturer brands being offered.

PRE-PROPOSAL CONFERENCE: Mandatory Non-Mandatory

A mandatory (non-mandatory) pre-proposal conference shall be held virtually on **November 6, 2025 at 2:30 p.m.**, local time. If mandatory, all PROPOSERS planning to submit a proposal **are required** to attend this virtual conference. Failure of a PROPOSER to be present at mandatory conference shall render a PROPOSER to be deemed non-responsive and shall not be considered for award. Decisions of the CITY shall be final. Connect to the Live Event link via Cisco Webex:

Event:	Pre-Proposal: RFP No. 2025-06 for Parks Equipment and Amenities
Event address for attendees:	https://westonfl.webex.com/westonfl/j.php?MTID=mc8f6ecf46fb661a2a376fdec52090ee2
	You may also connect to: www.webex.com
	<ul style="list-style-type: none"> • Click "Join a Meeting" • Enter Event/Meeting Number
Date and Time:	Thursday, November 6, 2025 at 2:30 p.m. Eastern Standard Time (New York, GMT-05:00)
Event Number:	2302 281 9190
Event Password:	Weston (937866 when dialing from a phone or video system)
Audio conference:	Join by phone 415-655-0001 US Toll 2302 281 9190

SUBMITTAL DEADLINE

Sealed proposals shall be received by the Director of Procurement until **2:00 p.m. local time, on November 24, 2025 (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. The sealed proposals will be publicly opened at the City of Weston, City Hall after the Submittal Deadline. Award will be made at a City Commission meeting. The public opening of submittals may be viewed by the public via Cisco Webex as follows:

Event:	Opening: RFP No. 2025-06 for Parks Equipment and Amenities
Event address for attendees:	https://westonfl.webex.com/westonfl/j.php?MTID=m117acd407638c2be79483824adb99966
	You may also connect to: www.webex.com
	<ul style="list-style-type: none"> • Click "Join a Meeting" • Enter Event/Meeting Number
Date and Time:	Monday, November 24, 2025 at 2:00 p.m. Eastern Standard Time (New York, GMT-05:00)
Event Number:	2301 160 1849
Event Password:	Weston (937866 when dialing from a phone or video system)
Audio conference:	Join by phone 415-655-0001 US Toll 2301 160 1849

AVAILABILITY OF RFP DOCUMENTS

Interested parties may download a copy of RFP No. 2025-06 for Parks Equipment and Amenities, by visiting the CITY's Procurement website at: <https://www.westonfl.org/government/procurement>. RFP documents are also available for electronic download from Demand Star at <http://www.demandstar.com>.

PROPOSAL SECURITY

Proposal security in the form of a bond acceptable to the CITY or a cashier's check made payable to the "City of Weston" in the amount of \$5,000.00 shall be required and submitted with proposal.

QUESTIONS

Any questions concerning this solicitation shall be submitted in writing to the **Director of Procurement, Martha Perez-Garviso** at mperezgarviso@westonfl.org, with "RFP No. 2025-06, Parks Equipment and Amenities," in the subject line, at least five business days prior to submittal deadline.

CONE OF SILENCE

A cone of silence is imposed upon publication of this Notice to Proposers. The cone of silence prohibits communications with the following individuals pertaining to this RFP:

Margaret Brown, Mayor;
Henry Mead, Vice Mayor;
Mary Molina-Macfie, Commissioner;
Byron L. Jaffe, Commissioner; and
Fabio A. Andrade, Commissioner

Reddy Chitepu, Director of Public Works, Selection Committee Member;
Bryan Cahen, Director of Budget, Selection Committee Member;
Pamela Solomon, Assistant Director of Communications, Selection Committee Member;
Thaddeus Bielecki, Director of Landscaping, 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.

RIGHTS RESERVED

1. The CITY (through the City Commission, City Manager, Selection Committee or Protest Committee) reserves the right to:
 - A. Reject any or all proposals;
 - B. Waive any informality in a proposal;
 - C. Waive any deficiency or irregularity in the selection process;
 - D. Accept or reject any or all qualifications statements in part or in whole; and
 - E. Request additional information as appropriate.

2. The City Commission reserves the right to:
 - A. Award all or a portion of the services set forth in the RFP as determined to be in the best interest of the CITY; and
 - B. Reject any or all proposals, if found by the City Commission not to be in the best interest of the CITY.
 - C. In the event of a sole proposal, reject the sole proposal.