

**OKEECHOBEE COUNTY
ANIMAL CONTROL FACILITY, PHASE II KENNEL
PROJECT NO. 2024-03**

REQUEST FOR PROPOSALS

Sealed PROPOSALS will be received by Okeechobee County Commissioners at the **Okeechobee County Historic Courthouse, 304 NW 2nd Street, Room 123, Okeechobee, FL 34972 until 3:00 PM on July 31, 2024**. Bids will be received on the first floor, Room 123, and publicly opened in Room 201 and read aloud. Any BIDS received after the time specified will not be accepted.

The BID shall be based on the following:

Scope of work includes, but is not limited to, furnishing all materials, equipment, and labor for the construction of a new 5000 sq ft. building on site of the existing Animal Control Facility, 1480 NW 25th Drive, as shown in the Drawings and described in the Specifications and Bid Documents for the **Okeechobee County Animal Control, Phase II Kennel, RFP No. 2024-03**. Structure to include a metal truss roof system (metal roof to match existing facility building), on wood posts with foundation and concrete poured slab. All related electrical, lighting, power, plumbing, water, and sewer connections to be provided per drawings and specifications. All kennel fencing for walls and doors as specified or an equivalent alternate. Bidding firms shall be responsible for all required measurements, labor, equipment, storage, all local, state and federal permits and appurtenances necessary for the full completion of the project as described in the Engineered drawings, specifications and bid documents contained herein.

All materials furnished and all work performed shall be in accordance with the Drawings, Specifications and Bid Documents. **For complete requirements, please see Bid Documents and Drawings.**

Bid documents may be downloaded from the Okeechobee County website at: <https://www.okeechobeecountyfl.gov> under Bids and Proposals tab.

Any questions pertaining to the project specifications or scope of work will be addressed to Jessica Schooley, Purchasing Agent, in writing to the physical or email address noted below, no later than July 2, 2024 at 4:00 PM.

*Okeechobee County Board of County Commissioners
Jessica Schooley, Purchasing Agent
304 NW 2nd Street, Room 103
Okeechobee, FL 34972
jschooley@okeechobeecountyfl.gov*

If it becomes necessary to revise or amend any part of this bid, an addendum will be issued and will be posted on the Okeechobee County website at: [https://www.okeechobeecountyfl.gov/](https://www.okeechobeecountyfl.gov) under Bids and Proposals tab.

It is the sole responsibility of the bidders to check the website to ensure that all available information has been received prior to submitting a bid.

Each bid must be accompanied by an acceptable Bid Security in the form of a Bid Bond, or Certified Check, made payable to “Okeechobee County Board of County Commissioners”, in the amount of not less than five percent (5%) of the total Bid amount. The Proposer, if awarded the Contract and the proposal amount is \$100,000 or more, will execute and file acceptable performance and payment bonds equal to 100% of the contract price within ten (10) calendar days after written notice of the award of contract. No bidder may withdraw their bid for a period of ninety (90) calendar days after the date set for opening of bids. **The Payment and Performance Bonds must show the Owner’s name, Project Name and Project Number.**

Okeechobee County accepts no responsibility for any expense related to preparation or delivery of proposals. The owner reserves the right to reject any or all Bids, accept Bids in any order or combination, accept or reject portions of Bids., make modifications to the work after bidding, and waive any informality/Inconsistency in the Bids if they deem in their best interest to do so.

Unless specifically prohibited by law or regulation, said bid includes an assignability clause that allows for the assignment of all or part of the specified deliverable items.

Okeechobee County has a local vendor preference which is contained within the County’s current procurement policy. Definitions, allowances, and exemptions can be found in this policy. You are encouraged to review the latest version to ensure compliance with and exceptions to the local vendor preference policy. The County’s vendor preference policy can be found on the County’s website at: <http://www.okeechobeecountyfl.gov-procurement-policy>

Each Bidder shall ascertain prior to submitting a Bid that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

The Bidder will provide additional information including, but not limited to, a list of similar projects constructed within the past five (5) years, client references, and, if required, an audited or certified financial statement, other financial references deemed appropriate to Contract Award.

Each Bidder will submit with this bid, evidence that the bidder complies with all state and local requirements, to perform the work described in said Bid.

If in the opinion of the bidder, inconsistencies appear to exist in the specifications, it is the bidder’s responsibility to seek clarification from the Okeechobee County, Purchasing Agent, as shown above. Additionally, it is incumbent upon all bidders to conduct a personal investigation as to requirements of the County.

The Board of County Commissioners have the right to accept or reject any or all bids. Bids must be sealed, and the outside of the envelope MUST be marked: **“OKEECHOBEE COUNTY ANIMAL CONTROL FACILITY, PHASE II KENNEL – PROJECT No. 2024-03.”**

BIDDER MUST SUBMIT (1) ORIGINAL AND (2) HARD COPIES OF THE BID; AND (1) ELECTRONIC COPY OF THE BID IN A PDF FORMAT ON A THUMB DRIVE.

Jerrald D. Bryant, Clerk of Court
Okeechobee County, Florida

David E. Hazellief, Chairman
Board of County Commissioners
Okeechobee County, Florida