



Notice to Bidders

Invitation To Bid (ITB) # 20-03-391
REMOTE STRUCTURE CONCRETE INSTALLATION FOR MCNAB ROAD
**** Notice of Information ****

Date: April 24, 2020

TO ALL PROSPECTIVE Bidders:

Please be advised of the recommended process for submission of Bids as a result of City of North Lauderdale, City Hall being closed due to the COVID19 Pandemic. Please deliver your bid to the following location listed below, using one of the options listed.

**City of North Lauderdale
Office of the City Clerk
701 SW 71st Avenue, 2nd Floor
North Lauderdale, FL 33068**

Submission Options:

1. Bidders may submit their bids on only flash drives instead of hard copies if the bidders so choose. Bidder's flash drive still needs to be submitted in a sealed envelope with the proper identification on the outside. We will not be responsible for incomplete or unreadable content on the flash drive. Bidders should double check their flash drive before submitting.
2. Bidders may submit their bids through the US Postal Service, or a Third Party Carrier (FedEx, UPS, etc.) to be delivered on or before April 30, 2020 at 2:00pm. EST.
3. Bidders may hand-deliver their bids to City Hall on or before April 30, 2020 at 2:00pm EST by knocking on City Hall door between the hours of 8:00am - 12:30pm. The Security Guard will call the appropriate City staff member to accept the Bid and date/time stamp the receipt.
4. On APRIL 30, 2020, the day of the Bid Opening, The City of North Lauderdale will have staff available to receive bids at a table in front of City Hall Building from the hours of 12:30pm to 2:00pm EST. Bidders will be able to hand-deliver their bids up until the deadline of 2:00pm EST.

Please note: It is the vendor's responsibility to make sure their bid is delivered on time. No bids will be accepted after due date and time. The City Clerk time stamp shall be conclusive as to the timeliness of filing. The City of North Lauderdale is not liable for any costs incurred by a bidder in responding to this solicitation.

Bidders will have access to the Bid Opening to view the meeting as a non-participant by visiting the following website: https://www.nlauderdale.org/quick_links/meetings_and_minutes/2020_meetings.php.

Please note the following: All Bidders should have Addendum One through Four; which includes revised pricing sheets. These documents can be retrieved by **downloading from DemandStar at <https://www.demandstar.com/home> or on the City website at nlauderdale.org.**

Thank you for your participation in this process with the City of North Lauderdale.