



INVITATION TO BID (ITB)
Contract #: O-1223
Construction Services for Control System and DMS Fiber Communications Upgrades

ITB Issue Date & Cone of Silence Effective Date: 6/8/2023
ITB Addendum 2 Issue Date: 8/29/2023
ITB Response Due Date: 9/7/2023

RESPONSIBLE DEPARTMENT

Brian Pickard, Director of Operations and Engineering

PROCUREMENT DEPARTMENT

Shannon Bush, Contracts and Procurement Manager
1104 East Twiggs Street, Suite 300
Tampa, Florida 33602
Telephone Number: (813) 272-6740
Email: Procurement@tampa-xway.com

THE RESPONSIBILITY OF SUBMITTING A BID PROPOSAL PACKAGE IN RESPONSE TO THIS SOLICITATION DOCUMENT TO THEA ON OR BEFORE THE STATED DEADLINE SHALL BE SOLELY AND STRICTLY OF THE BIDDER. THEA SHALL IN NO WAY BE RESPONSIBLE FOR DELAYS CAUSED BY THE UNITED STATES MAIL, OR ANY OTHER DELIVERY SERVICE, OR CAUSED BY ANY OTHER OCCURRENCE.

BIDDERS SHALL READ THE SOLICITATION/CONTRACT DOCUMENTS IN THEIR ENTIRETY PRIOR TO SUBMITTING A BID PACKAGE.

BY SUBMITTING A BID PROPOSAL PACKAGE, THE BIDDER ACKNOWLEDGES THEY HAVE READ, UNDERSTAND, AND ACCEPT THE TERMS AND CONDITIONS TO BE MET AND THE CHARACTER AND QUALITY OF THE SCOPE OF WORK TO BE PROVIDED

Legal Entity Name (Bidder): _____

Address of Bidder: _____

FEIN: _____

Name of Authorized Officer: _____ Title: _____

E-mail: _____ Phone Number: _____

Attachments, Exhibits, and/or References not attached hereto will be supplied upon request and shared via a OneDrive File Share or in-person pickup of a flash drive at the THEA Headquarters office. Please contact the Procurement Office at procurement@tampa-xway.com to request your link or flash drive.

Exhibits -

- A. Scope of Work
- B. Bid Proposal Form**
- C. Public Entity Crime
- D. Drug-Free Workplace
- E. Conflict of Interest Form and Affirmation
- F. Experience and References
- G. Insurance Requirements Coverages and Limits
- H. Acknowledgement of Receipt of Addendum and/or Letter of Clarification

Attachments-

1. ITS Plans - Control System & DMS Fiber Communications Upgrades ITS Plans, Dated 6/2/2023 (Addendum 1, Dated 6/30/2023)
2. Minimum Technical Requirements (MTR), Dated 6/2/2023 (Addendum 1, Dated 6/30/2023)

ADDENDUM NO. 2

PROJECT NAME: **Construction Services for Control System & DMS Fiber Communications Upgrades**

DATE OF ADDENDUM: **8/29/2023**

I. INTRODUCTION

The Tampa-Hillsborough County Expressway Authority (THEA) is soliciting bid proposals from qualified firms to provide the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization, and maintenance of traffic necessary to deploy system control and Dynamic Message Sign (DMS) fiber optic communications upgrades. The project location is along or near the THEA Lee Roy Selmon Expressway (S.R. 618), including sites on adjacent surface streets.

The title of the project is as follows: CONSTRUCTION SERVICES FOR CONTROL SYSTEM & DMS FIBER COMMUNICATIONS UPGRADES

ITS Plans included with this ITB show the intended path for placement of new fiber optic cabling and locations for site upgrades. These plans are schematic in nature and are for “reference only,” developed using previous ITS project plans, and no site survey was performed. Only limited field reviews have occurred to verify the veracity of existing conduit, and some locations may require construction of new conduit and/or pull boxes.

To provide as much information as possible for bid proposal preparation, the ITS Plans ~~and Exhibit B~~ include ~~estimated~~ Tabulation of Quantities sheets. ~~THEA will pay actual~~ Quantities ~~per pay item paid~~ will be ~~per actual~~ installed and accepted. ~~quantity per pay item~~. No guarantee is implied or offered of conduit paths, locations of pull boxes, and total quantities to be procured/installed.

The Contractor is responsible ~~to verify all quantities~~, field locate and verify conduit paths, pull box locations, and existing field conditions. Recently completed digital as-built information from the THEA ITS Fiber Data Collection and Characterization (PN: O-02121) project is being made available to bidders as described in Exhibit A, Scope of Work. ~~Contractor shall submit daily reports indicating actual quantity of each pay item completed during the previous workday. These quantities shall be inspected/verified by THEA's Construction Engineering Inspection (CEI) prior to invoicing.~~

II. INSTRUCTIONS TO BIDDERS

1. THEA must receive all submittals at the location, date, and time identified in **Section VI., Schedule of Events**. Any submittal received after the stated time and date shall not be considered and may be returned only at the firm's expense. It shall be the sole responsibility of the firm to have its package delivered to THEA. Facsimile submittals will not be accepted. Delay in delivery shall not be the responsibility of THEA.
2. Each firm shall examine all documents and shall determine all matters relating to the interpretation of such documents.
3. Joint proposals will not be accepted.

4. The following exhibits are required by THEA to be completed by the bidder and submitted as part of the Bid Proposal Package:
 - B. Bid Proposal Form
 - C. Public Entity Crime
 - D. Drug-Free Workplace
 - E. Conflict of Interest and Affirmation Statement
 - F. Experience and References
 - G. Insurance Requirements Coverages and Limits
 - H. Acknowledgement of Receipt of Addendum and/or Letter of Clarification
5. One (1) original combined pdf of the bid proposal package and the required forms above must be delivered to THEA's Procurement Department in one e-mail, clearly marked in the subject line, **"Invitation to Bid O-1223 Construction Services for Control System and DMS Fiber Communications Upgrades"**:

Procurement Office
Procurement@tampa-xway.com
1104 East Twiggs Street, Suite 300
Tampa, FL 33602
6. Dividers between each section are allowed, and page numbers on the bottom of each page are required.
7. The ITB bid proposal response must clearly indicate the legal name, federal taxpayer identification number, address, and telephone number of the respondent firm. The person signing the ITB on behalf of the respondent firm must have the authority to bind the respondent firm to the submitted bid proposal.
8. THEA shall not be liable for any expenses incurred in the preparation of the bid proposal package.
9. THEA reserves the right to request resubmission or to re-advertise for all or any part of the work. THEA shall be the sole judge of the submittals and the resulting negotiated agreement that is in THEA's best interest, and THEA's decision shall be final.
10. The successful firm shall be required to execute an agreement, in form and content acceptable to THEA, indemnifying and holding harmless THEA, its officials, officers, employees, and agents from all claims.
11. Project Review and Examination:
 - a. Each respondent firm is expected to review the proposed Scope of Work, the Plans, the MTR and Specifications, and Special Provisions before submitting a bid proposal.
 - b. The Contractor is responsible for turnkey installation. It is the obligation of the respondent firm to field review and make their own on-site interpretation of all field / site conditions and all job sites, to field verify design requirements, quantities, any obstacles or constraints that may be encountered and temporary traffic control measures required.
 - c. Coordinate with THEA for field reviews. A THEA representative will provide access points to confined space entry into the interstitials of the elevated REL bridge, as required.
 - d. The submission of a bid proposal will be considered prima facie evidence that the respondent firm has made such review and examination of the project.

12. Bid Security (i.e., Bid Bond) is required for this ITB process.

- a. Each Bid Proposal package must be accompanied by a bid guarantee in the form of a Certified Check, Cashier's Check, or by a Bid Bond in the amount of five percent (5%) of the base bid, but no less than \$1000.
- b. A Bid Bond must be prepared on the approved form, duly executed by the Respondent Firm as Principal and meeting the standards specified herein.
- c. The Authority's estimated budget for construction for this project is \$ 2.5 million.

13. CONE OF SILENCE

Firms, their agents, or associates shall refrain from contacting or soliciting any THEA staff or members of the Board of Directors directly or indirectly regarding this ITB during the selection process. Failure to comply with this provision may result in the disqualification of the firm. All requests for clarification or additional information should be made in writing via email to: Procurement@tampa-xway.com

AT THE DISCRETION OF THEA, ANY VIOLATION OF THE REQUIREMENTS SET FORTH IN THIS SECTION SHALL CONSTITUTE GROUNDS FOR IMMEDIATE REJECTION OF THE BID PROPOSAL PACKAGE AND THE BIDDER SHALL BE DEEMED NON-RESPONSIVE.

III. QUALIFICATIONS:

The bidder must include with its bid proposal package all completed required forms as indicated in Section II Instructions to bidders. Failure to submit all completed forms may cause for rejection at the sole option of THEA.

To be deemed qualified, the respondent firms must present proof that they are prequalified by the Florida Department of Transportation (FDOT) under FAC 14-22 for contractor's for Work Class:

16 – Intelligent Transportation Systems

A copy of the current Certificate of Qualification must be submitted with the respondent firm's bid proposal response.

The respondent firm's bid proposal response must include and demonstrate the following minimum qualifications and experience requirements:

- a. Minimum of five (5) years of similar project experience, qualified and trained personnel, and necessary and working equipment to furnish, install, integrate, test, manage (both project and subcontractors), and fully commission the required upgrades as specified in the contract documents.

It is acceptable to show multiple projects with one or more of the specified elements. It is not necessary to show a single project with all the required elements.

- b. Minimum of three (3) completed project examples demonstrating similar experience for the project manager (construction superintendent) and key/lead staff that will actually be performing the work for this Project.
- c. Provide written documentation of qualifications, certification(s) and similar experience for both company and proposed project manager and key/lead staff as part of the respondent

firm's bid response. This will be used to determine if the respondent firm is qualified to perform this work.

The proposed Project Manager (Construction Superintendent) must be full-time and have at least five (5) years of experience in performing and/or administering similar types of work (fiber-based networks, control systems integration, etc.) as this Project. The Project Manager must be the single point of contact as liaison with THEA during the procurement process and during the performance of this Project. The Project Manager must be the responsible person in charge of coordinating day-to-day work activities, schedules, payment applications, directing the Contractor's work forces, reports, day-to-day administrative matters, coordinating the SBE policy to achieve the established goals and other related items necessary to fulfill the requirements of the Contract.

All proposed key personnel must be available and qualified with previous similar experience to perform the work as required. All personnel must be considered at all times, to be the employees, or agents of the respondent firm and not employees or agents of THEA. Procedures must be in place for prompt temporary replacement of absent employees and timely permanent replacement of staff vacancies.

Fiber Optic Infrastructure and Communications Network qualifications:

- a. Proposed lead technical staff that will perform the fiber optic work on this Project must have a minimum of three (3) years of similar outside plant (OSP) project experience being proficient with the installation, certification, integration, testing and commissioning of fiber optic infrastructure (fiber optic cabling, conduit, pull boxes, splice vaults, fiber patch panels, etc.), network communications equipment, conduit proofing, splice enclosures, fusion splicers, OTDRs and other fiber test diagnostic equipment and tools as required on this project.
- b. The personnel assigned to actually perform the fusion splicing work and operation of the OTDR, etc. must be certified by the fiber splicer equipment manufacturer as being trained and proficient in the use of the equipment.
- c. The Contractor and/or its subcontractor(s) must have experience setting up, configuring, integrating and testing of network switches.

The respondent firm must demonstrate working experience with fiber optic infrastructure, network equipment, and a PLC platform (Schneider Electric Modicon M340, M580, etc.) – both PLC hardware and software.

IV. DOING BUSINESS IN THE STATE OF FLORIDA

All bidders shall be in good standing with and authorized to do business in the State of Florida. Furthermore, it is the responsibility of the bidder to confirm that all of its subcontractors are also in good standing and authorized to do business in the State of Florida as may be required pursuant to §607.1501, §605.0902, and §605.0905 Florida Statutes.

If a bidder is not required to register pursuant to Florida Statutes, the successful bidder shall be able to submit documentation demonstrating non-applicability of the statute.

THEA shall not execute an agreement if the successful bidder and subcontractors are not registered and in good standing to do business in the State of Florida as required by the referenced Florida Statutes.

V. SELECTION PROCESS

THEA intends to purchase the Product/Services from the responsible and responsive bidder. The selection process for this ITB will consist of the following.

Bid proposal packages will be evaluated on whether the bidder is responsible and responsive to this solicitation, with the objective of evaluating those bids and responses and to award a contract for the work to the firm with the **lowest total lump sum price**.

THEA will determine if the firm's bid is responsive and is a responsible bidder, in its sole and absolute discretion, considering all relevant facts and information. If it is determined the **lowest total lump sum price** is excessive, best offers are determined to be unreasonable or it is in THEA's best interest to do so.

A responsive team (Contractor and/or its' subcontractor(s)) must demonstrate and include in their bid proposal package their qualifications including a qualified project manager, key technical personnel and demonstrate similar experience with installing, splicing, configuration, integration, testing and commissioning of fiber optic infrastructure (fiber optic cabling, conduit, pull boxes, splice vaults, fiber patch panels, etc.) and network equipment. The proposed team must demonstrate experience working with ITS, Dynamic Message Signs (DMSs) and control system technologies. Proposed personnel must be certified for confined space entry work as indicated herein. A responsive team must demonstrate their qualifications and experience to meet the project requirements as specified in the ITB, MTR, ITS Plans and other contract documents.

FINAL SELECTION:

The responsive bidder with the **lowest total lump sum price** will be presented to THEA's Board of Directors for consideration and approval with a recommendation that the bidder be selected per the Schedule of Events below.

VI. SCHEDULE OF EVENTS

DATE	DESCRIPTION	LOCATION
June 8, 2023 , by 5:00 PM	Advertisement Published	THEA Website & Demandstar
June 30, 2023 , by 9:00 AM August 11	Deadline for Respondent's submission of questions to THEA	Email to Procurement@tampa-xway.com
July 14, 2023 , by 5:00 PM August 17	Deadline for THEA to respond to Respondent's questions	THEA Website & Demandstar
August 4, 2023 , by 10:30 AM September 7, 2023, by 9:00 AM	Deadline for Submitting Bid Proposal Package	Email to Procurement@tampa-xway.com
August 4, 2023 , @ 1:30 PM September 7	Public Opening of Bid Proposal Packages	THEA Office 1101 E. Twiggs Street, Suite 300 Tampa, FL 33602
August 8, 2023 , by 5:00 PM September 8	Post Notice of Intended Ranking	THEA Website & Demandstar

August 28, 2023, @ 1:30 PM September 25	Board Approval of Final Ranking & Award of Contract	THEA Office 1101 E. Twiggs Street, Suite 300 Tampa, FL 33602
August 29, 2023, by 5:00 PM September 26	Posting of Award of Contract	THEA Website & Demandstar

VII. TERMS AND CONDITIONS

THEA reserves the right to reject all bid proposal packages, any bid proposal packages not conforming to this Invitation to Bid, and to waive any irregularity or informality with respect to any proposal. THEA further, reserves the right to request clarification of information submitted and to request additional information from one or more firms.

THEA requires that the bidder selected will not discriminate under the agreement against any person in accordance with federal, state, and local governments' regulations. THEA requires the bidder selected make an affirmative statement to the effect that their retention shall not result in conflict of interests with respect to THEA.

THEA requires that the bidder make an affirmative statement to the effect that they have not contacted, or attempted to contact, any member of the Board of Directors, or THEA staff, except as expressly permitted in the ITB.

EXHIBIT B

BID PROPOSAL FORM

(Print this page on bidder’s letterhead and attach with response)

Date: _____

TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY (THEA)

Attention: Procurement Department
1104 East Twiggs Street, Suite 300
Tampa, FL 33602

Subject: ITB O-0723; THEA RR Track Removal Parallel to Meridian Ave. from Cumberland Ave to Twiggs St

Dear THEA:

Having carefully examined the Instructions to Bidders, Supplementary Instructions to Bidders, General Provisions, Supplementary General Provisions, Special Provisions and Technical Specifications, Plans or Drawings (if issued), of the above subject project and contract, as well as the premises and the conditions affecting the work, the undersigned proposes to furnish all labor and materials called for by them and equipment necessary and to accomplish the entire work within the time period indicated in accordance with the said documents for the prices presented in the price schedules included on the attached BID TABULATION SHEET.

The undersigned acknowledges that they understand the following conditions that within the price schedules amounts indicated with brackets around the amounts are considered to be deductions or credits to the overall project cost. Calculations of price schedule extensions and price totals shall appropriately account for individual deductive and additive pay items.

TOTAL LUMP SUM PRICE: \$ _____

WRITTEN AMOUNT:

_____ **DOLLARS AND** _____ **CENTS**

The undersigned firm agrees to keep this offer open for acceptance for One Hundred Twenty (120) days after date of opening the bid proposal package.

The signer of this bid proposal package hereby declares that the only person, persons, company or parties interested in this bid proposal package as principals are named herein, that this bid proposal package is made without connection with any other person, persons, company or parties submitting a proposal; and that it is in all respects fair and in good faith, without collusion or fraud.

Name of Bidder

Authorized Signature

Date