

**BACKGROUND**

1. The City of Ocala (City) is seeking bids from Contractors to provide exterior painting services at the Water Tower Tank #2 located at 6131 SW 80<sup>th</sup> Street, Ocala, FL 34476.
2. The City of Ocala owns an elevated steel water tank known as Water Tower #2. This tank is 146' ft tall and 35' ft in diameter and was built in 2002. Over time the exterior surface has deteriorated, and it needs recoating.
3. Contractor shall provide all materials, labor, supervision, tools, accessories, equipment, and all other things necessary to provide these services.
4. **MANDATORY PRE-BID MEETING:** Refer to the listing for the pre-bid meeting date, time, and location.

**LICENSING AND EXPERIENCE REQUIREMENTS**

1. **Experience Requirement:** Bidder must possess ten (10) years of experience recoating elevated steel tanks of a similar size. Contractor must provide work history and three references that will validate this experience requirement.

**INSURANCE REQUIREMENTS**

1. **Commercial General Liability:** with limits of \$1,000,000 per occurrence/\$2,000,000 aggregate.
2. **Commercial Automotive Liability:** a combined limit of not less than \$1,000,000.
3. **Workers' Compensation and Employer's Liability:** per Florida statutory requirements.

**CONTRACT TERM**

1. **Contract Time:** The required start time after the City-issued Notice to Proceed (NTP) shall be a maximum of fifteen (15) calendar days to begin work. This is a one-time service contract., Work will be completed and ready for final payment within 120 days of the issued NTP.
2. **Lead Time:** The maximum acceptable lead time on materials is two (2) weeks. The City shall issue a Notice to Proceed (NTP) upon notification of receipt materials by Contractor.
3. The City does not include an allowance for delays caused by the effects of inclement weather; however, the City may grant time extensions, on a day-to-day basis for delays caused by the effects of rains or other inclement weather conditions. No additional compensation will be made for delays caused by the inclement weather.
4. All work must be coordinated with City Project Manager, **Jennifer Kampwerth** WTP #1 Lead Operator, Telephone 352-789-7545 or 352-351-6682, E-mail: [JKampwerth@Ocalaf1.gov](mailto:JKampwerth@Ocalaf1.gov).

**PROJECT SUMMARY, DELIVERABLES AND HOURS**

1. **Project Summary:**
  - Replace damaged screen on exterior overflow discharge.
  - Install gasket on roof access hatch.
  - Cover the tank with tarps to protect homes and the nearby area while performing work.

- Sand blast the existing paint off down to the base metal to remove rust and corrosion then reseal to prevent rusting.
- Once sanding is complete and metal surfaces are sealed, apply primer and paint to the support foundations, legs, and bonnet. Use Tnemec or equivalent product that resists the effect of UV light degradation. The color used shall be white.
- Paint 'OCALA' logo shown below on bonnet of tank in letters large enough to be visible at long distance.



- Use all appropriate safety gear and personal protective equipment to ensure worker safety.
2. **Working Hours:** The normal/standard working hours for this project are 8:00 AM – 5:00 PM Monday through Friday, excluding holidays. Contractor shall provide 48-hour advance notice to City Project Manager for work outside normal shift hours. The city may decline the request.

### CONTRACTOREMPOYEEES AND EQUIPMENT

1. Contractor must utilize competent employees in performing the work. Employees performing the work must be properly licensed or qualified as required by the scope/project.
2. The Contractor shall provide an assigned Project Manager, who will be the primary point of contact. Contractor must provide a valid telephone number and address at all times to the City Project Manager. The telephone must be answered during normal working hours or voicemail must be available to take a message.
3. At the request of the City, the Contractor must replace any incompetent, unfaithful, abusive, or disorderly person in their employment. The City and the Contractor must each be promptly notified by the other of any complaints received.
4. The employees of the Vendor must wear suitable work clothes and personal protective equipment as defined by OSHA. Employees shall be clean and in as good appearance as the job conditions permit.
5. Contractor will operate as an independent contractor and not as an agent, representative, partner, or employee of the City of Ocala, and shall control their operations at the work site, and be solely responsible for the acts or omissions of their employees.
6. No smoking is allowed on City property or projects.
7. Contractor must possess/obtain all required equipment to perform the work. A list of equipment shall be provided to the City upon request.
8. All company trucks must have a visible company name/logo on the outside of the vehicle.

### CITY OF OCALA RESPONSIBILITIES

1. The City of Ocala will furnish the following services/data to the Contractor for the performance of services:
  - A. Access to City buildings and facilities to perform the work.

- B. Provide access to drawings, specifications, schedules, reports, and other information prepared by/for the City of Ocala pertinent to the Contractor's responsibilities.
  - C. Provide office facilities for the Contractor, if needed.
2. The City reserves the right to purchase any materials for the Contractor to use. The Contractor shall not charge a mark-up fee for material furnished by the City.

### CONTRACTOR RESPONSIBILITIES

1. The Contractor shall complete all work performed under this solicitation in accordance with policies and procedures of the City of Ocala and all applicable State and Federal laws, policies, procedures, and guidelines.
2. The Contractor shall obtain and pay for any and licenses, additional equipment, dumping and/or disposal fees, etc., required to fulfill this contract.
3. Installation shall be in compliance with all requirements and instructions of applicable manufacturers.
4. Contractor is responsible for any and all damages including but not limited to buildings, curbing, pavement, landscaping, or irrigation systems caused by their activity. Should any public or private property be damaged or destroyed, the Contractor at their expense, shall repair or make restoration as acceptable to the City of destroyed or damaged property no later than one (1) month from the date damage occurred.
5. If the Contractor is advised to leave a property by the property owner or their representative, the Contractor shall leave at once without altercation. Contractor shall then contact the City Project Manager within 24 hours and advise of the reason for not completing the assigned project.
6. The Contractor shall ensure that all documents prepared under this contract have been prepared on a Windows-based operating system computer using the most current version of Microsoft Office, which includes Word, Excel, Power Point, Access, or any other software as specified and approved by City staff.

### SUB-CONTRACTORS

1. Contractor must perform a minimum of 80% of the work with their own forces.
2. Services assigned to sub-contractors must be approved in advance by the City Project Manager.

### SITE HOUSEKEEPING AND CLEANUP

1. **Cleanup:** The Contractor shall keep the premises free at all times from accumulation of waste materials and rubbish caused by operations and employees. Such responsibilities shall include but not limited to:
  - A. Periodic cleanup to avoid hazards or interference with operations at the site, and to leave the site in a reasonable neat condition.
  - B. Work site will be completely cleaned after each day of work.
  - C. Contractor shall dispose of debris in a legal manner.
2. **Final Cleaning:** Upon completion of work, clean entire work area as applicable.
  - A. All furnishings and equipment shall be placed back in the original locations.

- B. All work areas must be returned to original condition.
- C. The Contractor shall clean and remove from the premises, all surplus and discarded materials, rubbish, and temporary structures, and shall restore in an acceptable manner all property, both public and private, which has been damaged during the prosecution of the work and shall have the work in a neat and presentable condition. *Note: Any and all debris shall be removed from the premises. New construction debris, trash, etc., shall not be left or buried on site.*

**SAFETY**

- 1. The Contractor shall be fully responsible for the provision of adequate and proper safety precautions meeting all OSHA, local, state, and national codes concerning safety provisions for their employees, sub-contractors, all building and site occupants, staff, public, and all persons in or around the work area.
- 2. In no event shall the City be responsible for any damages to any of the Contractor's equipment, materials, property, or clothing lost, damaged, destroyed or stolen.
- 3. Prior to completion, storage and adequate protection of all material and equipment will be the Contractor's responsibility.

**INVOICING**

- 1. All original invoices will be sent to: Jennifer Kampwerth, Project Manager, Ocala Water Resource Department, 1808 NE 36th Avenue, Ocala, FL 34470, email: JKampwerth@Ocalafl.gov.
- 2. Contractor will invoice at project completion.

**PRICING AND AWARD**

- 1. Bids will be received on a lump sum basis. Lump sum amount must include all direct and indirect costs to complete the project.
- 2. Award will be made to the lowest bidder meeting all requirements outlined herein.