

Episcopal Children's Services

Date: 11-17-22

8443 Baymeadows Road

Jacksonville, Florida 32256

Scope of Work

Project Title: Mt. Dora fence project

Introduction: Episcopal Children's Services (ECS) is a nonprofit, based out of Jacksonville, which serves more than 25,000 children and families in 14 counties in Northeast and Central Florida. ECS has helped young children and their families for more than 50 years.

Project Background: ECS operates an Early Head Start facility at 1560 North Highland Street, Mt. Dora, FL 32757. ECS wishes to engage a contractor to install fencing around our playground and front perimeter of the property. Access to the property can be made seven days per week between the hours of 7:00am and 5:00pm. All local noise and construction ordinance policies must be followed during installation as this is a residential area.

Scope of Work:

- Remove and dispose of perimeter chain link fencing as outlined in diagram
 - Roughly 505 linear feet
- Supply and install 6' high white PVC privacy fence along playground boarder
 - Roughly 180 linear feet
 - Along East and South perimeter of property
- Supply and install 5' high black plastic-coated chain-link fence as outlined in diagram
 - Roughly 50 linear feet
 - Along road Southwest side of property to corner of building around playground
- Supply and install 4' black plastic-coated chain-link fence as outlined in diagram
 - Roughly 95 linear feet
 - To include two walk through gates with latch hardware
- Please include an optional upgrade to supply and install 5' high three bar ornamental aluminum picket fence in place of the 4' high chain link
 - Roughly 95 linear feet
 - To include two walk through gates with latch hardware
- Project must be completed by 01/30/2023
- Project location: 1560 North Highland Street, Mt. Dora, FL 32757

Additional Requirements

- **Contractor must verify all dimensions before submitting a bid**
- Buy American when possible
- Supply proof of insurance and business license
- Supply permitting as required by local building department
- Must register with E-Verity to confirm employment eligibility of all employees due to federal and state funds being used and may be subject to providing proof upon request.
- Must be Davis-Bacon compliant and report weekly

Bid Manager: John Cooper, Procurement Manager, ECS. 8649 Baypine Road, Suite 300, building 7, Jacksonville Florida, 32256. Office phone 904-674-6248. John.Cooper@ecs4kids.org.

- ***All bid and specification questions must come through John Cooper unless he is unavailable and then you may contact the Project Manager.

Project Manager: Bryan Ward, Sr. Director of Facilities and Transportation, ECS. Cell: 352-533-0819 Bryan.ward@ecs4kids.org.

- ***All inquiries directly related to executing the project once the bid is awarded must come through Bryan Ward unless he is unavailable and then you may contact the Bid Manager.

Timeline: Requests for quotation will be issued to all participants on or before 11/24/22 at 5 p.m. eastern time. Contractor must submit their quotation to John Cooper via email, (John.Cooper@ecs4kids.org) by 12/8/22 at 5 p.m. eastern time. Bid awards will be made on or before 5 p.m. eastern time, 12/15/22.

Award Selection Criteria:

Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. (Please provide your best and final price.)

- Cost: 60%
- Agreement to ECS Terms and Conditions: 20%
- Experience: 10%
- Quality/Reputation: 10%
- Not listed on SAM.gov reporting
- Not listed as a Scrutinized Company on any federal, state, or city lists
- Must complete a Contractor Lien Release Form