

MAYOR  
THOMAS F. SLATER

VICE MAYOR  
MICHAEL B. OCHSNER

COUNCIL:  
ROBERT F. AUWAERTER  
RICHARD M. HAVERLAND  
DEBORAH H. PENISTON



TOWN MANAGER  
ROBERT H. STABE, JR.

TOWN CLERK  
LAURA ALDRICH

TOWN ATTORNEY  
CHESTER CLEM

6001 State Road A1A, Indian River Shores, FL 32963  
(772) 231-1771 FAX (772) 231-4348

**The Town of Indian River Shores is seeking proposals for the following:**

**Town Hall Generator Enclosure  
Invitation to Bid**

**Scope of Work**

**SITE LOCATION:** The construction location is at 6001 North Highway A1A, Indian River Shores, Florida. There are currently no generator enclosures for either generator.

**GENERAL:** The Town has produced an Invitation to Bid (ITB) and is seeking a qualified to construct a generator enclosure for the generator at Town Hall.

Contractors **MUST** complete a site visit prior to submitting their proposal.

**PRE-BID MEETING**

A mandatory pre-bid meeting will be held on Wednesday, October 3, 2018, at 10:00 a.m. at which time there is a site visit scheduled at the end of the meeting. The meeting will be held in the Council Chambers at Town Hall at 6001 North Highway A1A, Indian River Shores, Florida, 32963.

Appointments can be scheduled through the Town Manager's Assistant to view the project area to meet the site visit requirements. The Assistant can be reached via phone at 772-231-1771 x 128 or via email at [mfentress@irshores.com](mailto:mfentress@irshores.com).

**SCOPE OF WORK**

**Bid Item:**

Reconstruct (raise) existing concrete slab to **required elevation per plans**. Construct a concrete/steel Generator enclosure with removable aluminum panel sides and tie beams (with steel reinforcement on top of walls) for the generator located at Town Hall **as per plans**. For details, please see Foundation Plan.

Proposed Cost for Generator Enclosure: \$ \_\_\_\_\_

**BID SUBMITTALS**

Bid documents must include a signed proposal, itemized bid description and fee schedule, project schedule, references, contractor’s license and insurance certificates. Any major sub-contractor that will be hired by the contractor for this project must also submit references, contractor’s license and insurance certificates. Provide one (1) original and two (2) copies of all bid documents submitted.

**BID PACKAGES**

Sealed bids will be received until **10:00 a.m. on Friday, October 12, 2018**, in the Office of the Town Clerk, 6001 North Highway A1A, Indian River Shores, FL 32963, at which time they will be publicly opened and read. All bidders are invited to attend this bid opening, which will be held immediately following the closing time specified, in the Council Chambers at Indian River Shores Town Hall. Bids received after the deadline will not be accepted.

Bids should be addressed to:

**Town of Indian River Shores  
Town Clerk’s Office  
6001 North Highway A1A  
Indian River Shores, FL 32963**

**Plainly marked as” “Town Hall Generator Enclosure Proposal”**

**CONTACT INFORMATION**

Robert Stabe, Town Manager  
Town of Indian River Shores  
6001 North Highway A1A  
Indian River Shores, FL 32963  
Office: 772-231-1771  
E-mail: [mfentress@irshores.com](mailto:mfentress@irshores.com)

**Proposals are due on or before 10:00 a.m. on Friday, October 12, 2018. Proposals received after this date and time will not be considered and will be returned to the sender.**

Contractor \_\_\_\_\_  
Address \_\_\_\_\_  
Person Completing Bid \_\_\_\_\_  
Telephone \_\_\_\_\_  
Email \_\_\_\_\_