

**TOWN OF LAKE PARK
NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN that the Town of Lake Park, Florida will be accepting sealed bids for:

**CUSTODIAL SERVICES TERM CONTRACT FOR
TOWN HALL, PBSO DISTRICT 10 SUBSTATION,
PUBLIC WORKS DEPARTMENT, LAKE PARK HARBOR MARINA,
AND LAKE SHORE PARK BATHROOMS
TOWN OF LAKE PARK**

Town Bid No. 107-2012

The work shall generally consist of daily as well as alternate day commercial cleaning services for the interiors of five, municipal buildings in the Town of Lake Park. Services shall range from cleaning municipal operations office space at three locations, Town Hall, Public Works (two separate office spaces plus an Operations wash room), and the PBSO Substation to the cleaning of a public park restroom and the controlled access shower facilities at the Lake Park Harbor Marina.

NOTE: Palm Beach County recognizes the Town of Lake Park's PBSO Substation as a "critical facility". Pursuant to County Ordinance 2003-030, any contract worker, in order to obtain unescorted access to a critical facility, shall be required to undergo a criminal history record check. Any contract worker making application that is found to have a disqualifying criminal offense will be denied access to the critical facility.

Sealed bids will be received in triplicate by the Town Clerk until 11:00 a.m. on Tuesday, October 30, 2012, at the Town of Lake Park Town Hall located at 535 Park Avenue, Lake Park, Florida, 33403. Bids received after this time shall be returned unopened. Receipt of a bid by any Town office, receptionist, or personnel, other than the Clerk's Office, does not constitute "receipt" as required by this solicitation.

Project Documents: Bid documents will be available Monday, October 8, 2012, and may be obtained by calling on the Town Clerk at 535 Park Avenue, Lake Park, Florida (561.881.3311), 8:30 a.m. to 5:00 p.m., Monday through Friday, and upon payment of a \$15.00 non-refundable fee for each bid set. Bids shall be submitted on the form(s) provided.

Pre-Bid Conference: A **MANDATORY PRE-BID CONFERENCE** with site inspections is scheduled for 1:00 p.m. Friday, October 19, 2012, in the Town Hall Commission Chambers, Lake Park, Florida.

Bid Documents: Envelope containing bid must be sealed and clearly marked, "**Custodial Services Term Contract, Various Town Locations, Town of Lake Park, Florida, Bid No. 107-2012, Attn: TOWN CLERK**"

All bid prices shall be guaranteed firm for a minimum of 90 calendar days after the submission of the bid. No bidder may withdraw his bid within 90 calendar days after the bid opening date.

Bid security in the form of a Bid Bond acceptable to the Town, or Cashier's Check made payable to the "Town of Lake Park" in an amount equal to five percent (5%) of the bid, will be required. A fidelity bond in the form of a Janitorial Services Bond, in the amount of \$50,000 will be required. The Surety Company shall have at least the minimum ratings of A-, Class VI or higher, as described in the Instructions to Bidders.

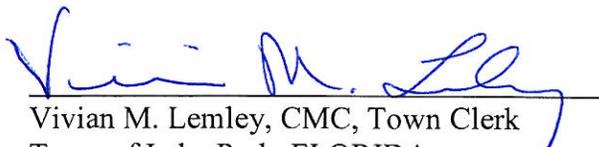
Bids shall be opened and read aloud in the Town of Lake Park Commission Chambers at 11:00 a.m. on Tuesday, October 30, 2012. Award of the bid will be made at a Town of Lake Park Regular Commission Meeting.

All bidders/proposers are advised that the Town has not authorized the use of the Town seal by individuals or entities responding to Town invitations to bid or requests for proposal, and that any such use by unauthorized persons or entities constitutes a second degree misdemeanor pursuant to Section 165.043, Florida Statutes.

All bidders/proposers are advised that the Town will not supply or sell materials to bidders/proposers in connection with submission or preparation of bids, or any other matter, including but not limited to envelopes, labels or tape.

Bidders/proposers shall demonstrate successful performance of projects of a similar magnitude, scope, value, and trade as this project.

The Town of Lake Park reserves the right to reject any and all bids, to waive any informality in a bid and to make awards in the best interest of the Town.


Vivian M. Lemley, CMC, Town Clerk
Town of Lake Park, FLORIDA

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