

City of Winter Haven Monument Signs Annual Contract

Project Description

The City of Winter Haven wishes to establish an Annual contract for the fabrication and installation of various monument sign sizes as described in this bid and shown on the attached sign detail. The intent is to establish prices for the categories as outlined on the bid sheet. It is anticipated that the successful contractor will be utilized on a project by project basis. Each project will be awarded based on the sign price as outlined on the bid form and completion time agreed upon by both the contractor and the City. The successful contractor will be responsible for obtaining all applicable permits for each project and following all aspects of the Winter Haven Code of Ordinances Sign Code. Any applicable permit or engineering fees will be paid for by the City and are not to be included in the prices as established in this bid.

The term of the agreement is for two years from the date of award. It may be extended for up to four additional terms at the same terms and conditions, with the mutual agreement of all parties. Upon the renewal of each term, the selected provider may petition the City for a rate adjustment equal to the change in the cost of doing business as measured by the Consumer Price Index, after completion of each term.

Contractor's license, proof of liability and workers compensation insurance will be required prior to awarding the contract(s).

The Contractor shall, at its own expense, procure and maintain, with insurers acceptable to the City (Owner), the types and amounts of insurance conforming to the minimum requirements set forth herein. The Contractor shall not commence work until the required insurance is in force and evidence of insurance acceptable to the Owner has been provided to and approved by the Owner. As evidence of compliance with the insurance required herein, Contractor shall furnish Owner with (a) a fully completed satisfactory Certificate of Insurance (ACORD Form 25 or equivalent) evidencing all coverage required herein, and a copy of the actual additional insured endorsement as issued on the Commercial General Liability policy, signed by an authorized representative of the insurer(s) verifying inclusion of Owner's officials, officers and employees as Additional Insured in the Commercial General Liability coverage; (b) the original of the policy(ies); or (c) other evidence satisfactory to Owner. Such evidence shall include thirty (30) days written notice of cancellation to the Owner for all coverage.

1. Workers' Compensation Insurance

Such insurance shall be no more restrictive than that provided by the Standard Workers' Compensation Policy, as filed for use in Florida by the National Council of Compensation Insurance, without restrictive endorsements. In addition to coverage for the Florida Workers' Act, where appropriate, coverage is to be included for the Federal Employer's Liability Act and any other applicable Federal or State law. The minimum amount of coverage (inclusive of any amount provided by an umbrella or excess policy) shall be:

Part One: "Statutory"
Part Two: \$500,000 Each Accident
\$500,000 Disease-Policy Limit
\$500,000 Disease-Each Employee

The policy must be endorsed to waive the insurer's right to subrogation against Owner and its officials, officers and employees in the manner which would result from the attachment of National Council on Compensation Insurance's (NCCI) Waiver of Our Right to Recover From Others' Endorsement (Advisory Form WC 00 03 13) with Owner and its officials, officers and employees scheduled thereon.

2. General Liability Insurance

Such insurance shall be no more restrictive than that provided by the standard Commercial General Liability Form (ISO Form CG 00 01) as filed for use in the State of Florida without any restrictive endorsements other than those required by ISO or the State of Florida or those described below. The coverage may include restrictive endorsements which exclude coverage for liability arising out of:

- Mold, fungus, or bacteria
- Terrorism
- Sexual molestation

The Owner and the Owner's officials, officers and employees shall be included as an "Additional Insured" on a form no more restrictive than ISO Form (CG 20 10), Additional Insured - Owners, Lessees, or Contractors. The minimum limits (inclusive of amounts provided by an umbrella or excess policy) shall be:

\$1,000,000 General Aggregate
\$1,000,000 Products/Completed Operations Aggregate
\$1,000,000 Personal and Advertising Injury
\$1,000,000 Each Occurrence

3. Automobile Liability Insurance

Such insurance shall be no more restrictive than that provided by Section II (Liability Coverage) of the most recent version of the standard Business Auto Policy (ISO Form CA 00 01) without restrictive endorsements, including coverage for liability contractually assumed, and shall cover all owned, non-owned, and hired autos used in connection with the performance of the work. Such insurance shall not be subject to any aggregate limit and the minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be:

\$1,000,000 Each Occurrence - Bodily Injury and Property Damage Combined

Bid Award

The City of Winter Haven Monument Signs Contract will be awarded based on a combination of the lowest overall prices of each bid and previous signage fabrication and installation as specified in the detail.

The lowest overall prices will be established through an evaluation of the bid prices.

- The previous signage fabrication and installation experience will be established by submitting a minimum of three references detailing similar signage fabrication and installation jobs utilizing a similar detail to include job location and photos depicting the work.
- The successful contractor shall have a proof of the sign to the City Representative within three days of being contacted by City Staff.

Bid Sheet

City of Winter Haven Monument Signs Continuing Contract (as specified)		
Category	Price Per 1 Sided	Price Per 2 Sided
4 feet high x 6 feet wide sign	\$	\$
5 feet high x 7 feet wide sign	\$	\$
5 feet high x 12 feet wide sign	\$	\$
Bidders must bid on all items - no partial bids		

For questions regarding this bid please contact Andy Palmer at 863-291-5656 or apalmer@mywinterhaven.com.

City of Winter Haven Monument Signs Continuing Contract Sign Specifications

The monument signs shall come in the following sizes:

- 4 feet high x 6 feet wide
- 5 feet high x 7 feet wide
- 5 feet high x 12 feet wide

Sign Contents:

1st & 2nd Lines: City Logo  *WINTER HAVEN*
The Chain of Lakes City

3rd & 4th Lines: Park or Facility Name – XYZ Park

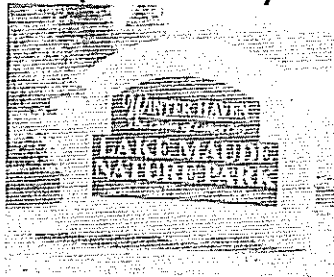
5th & 6th Lines: Bottom text in white vinyl on clear elevated panel

The monument signs shall include the following:

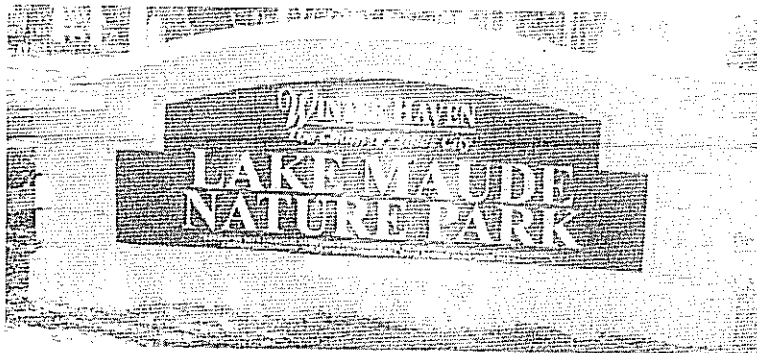
- Exterior wall signage with white ½ inch PVC cut-out letters siliconed to the surface reverse mounted on clear panel.
- Colors: White base, cream trim, green background.
- Bottom 4th and 5th lines shall be white vinyl on a clear elevated panel.

Installation: The signs shall meet all applicable standards of the Florida Building Code and the Winter Haven Code of Ordinances. The sign contractor will be required to pull and submit all applicable permits forms for each project. (There will be no charge for the permits).

Sign Examples: (not to scale)



5 feet high x 7 feet wide



5 feet high x 12 feet wide

These signs can be viewed at the Lake Maude Nature Park located at
1751 7th Street, NE Winter Haven, Florida 33881

For questions regarding these specifications please contact Andy Palmer
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