



NORTHWEST FLORIDA BEACHES INTERNATIONAL AIRPORT

INVITATION TO BID

The Panama City-Bay County Airport and Industrial District, dba Northwest Florida Beaches International Airport, will accept sealed bids for "Air Terminal Roof Cleaning", at the Northwest Florida Beaches International Airport until 2:00 p.m. CST, on, February 8, 2022.

Bids may be submitted in person in the Airport Administrative Office at 6300 West Bay Parkway, Box A, Panama City Beach, Florida, or via U. S. mail or courier service. Bids must be plainly marked,

“Air Terminal Roof Cleaning ~ February 8, 2022”

Only bids submitted on the bid sheet provided with this invitation will be considered responsive. All bids must be received by 2:00 p.m., CST on, February 8, 2022. **When submitting written bids, please submit one (1) original and one (1) copy of all documents to the Northwest Florida Beaches International Airport, 6300 West Bay Parkway, Box A, Panama City Beach, Florida 32409.** Please review all documents pertaining to this bid before submitting requested information.

Bids for the **“Air Terminal Roof Cleaning ~ February 8, 2022”** will be opened at 2:00 p.m. CST on February 8, 2022 in the Administrative Offices of the Northwest Florida Beaches International Airport, located at 6300 West Bay Parkway, Panama City, FL 32409.

The Airport reserves the right to reject any one or all bids, or any part of any bid, to waive any informality in any bid, and to award a contract deemed to be in the best interest of the Airport.

Northwest Florida Beaches International Airport
Darlene D. Gordon, CPA
Director of Finance and Administration

I. General Conditions

- A. The purpose of this bid is to establish a firm, fixed price for cleaning of the metal air terminal building roof, to include integrated skylights, at the airport in accordance with purchasing policies of the Northwest Florida Beaches International Airport.
- B. Bids must be received in the Airport Administrative Office at 6300 West Bay Parkway, Box A, Panama City Beach, Florida, by 2:00 p.m., CST on February 8, 2022 in order to be considered responsive. Bids must be plainly marked, **“Air Terminal Roof Cleaning – February 8, 2022.”**
- C. The Airport reserves the right to reject any one or all bids, or any part of any bid, to waive any informality in any bid and to award a contract deemed to be in the best interest of the Airport.
- D. In the event a brand name is specified, that brand or an approved equivalent will be considered, unless otherwise noted. Brand names, makes, and model numbers contained herein are for reference only in regards to level of quality, performance, construction material, and durability that the Airport will accept as a minimum.
- E. All questions regarding this bid shall be in writing and directed to accounting@pcairport.com. **Questions will be accepted until 2:00 p.m. CST on February 2, 2022.** All questions and responses will be made available on the Airport's website at: www.iflybeaches.com no later than 5 p.m. CST on February 4, 2022.
- F. Requests to schedule a site visit to evaluate the scope of work should be directed in writing to accounting@pcairport.com. Sight visits will be accommodated Monday through Friday between the hours of 8:00 a.m. and 4:00 p.m. through 5 p.m. CST on February 7, 2022.
- G. All bids must be valid for a minimum of 60 days after the bid is opened.
- H. The successful bidder shall warranty labor for a period of one year from the date of acceptance of the work.
- I. The successful bidder shall supply the Airport with warranty information on the materials used for this project.
- J. No alterations or deviations involving extra costs will commence without a duly executed Change Order.

- K. The successful bidder shall be licensed in the State of Florida to perform the type of work requested under this Invitation to Bid.
- L. The successful bidder will be responsible for obtaining any required permits and conducting an acceptance inspection.
- M. All chemicals used shall be manufacturer approved for the type of application requested under this Invitation to Bid.
- N. The successful bidder shall not be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to causes beyond its reasonable control, including but not limited to acts of God, war, strikes or any other force majeure event.

II. Scope of Work

The Air Terminal Roof Cleaning shall be performed in accordance with the following specifications:

Specifications

- A. The scope of work includes the cleaning of the air terminal metal roof at the Northwest Florida Beaches International Airport as shown on the attached diagram. If needed, Contractor is responsible for verifying square footage.
- B. The scope of work shall also include cleaning of the skylights integrated into the roof structure.
- C. Work shall be performed without disruption of normal airport/aircraft operations.
- D. Work shall be performed during normal working hours which, for this project, are 7 a.m. – 5 p.m. CST.
- E. Chemicals, at a minimum, with contain a chlorine-based algaecide, as well as a general detergent.
- F. Contractor shall not use any chemicals, or detergents, that will harm, or accelerate, normal deterioration of the roof or roofing materials.

III. Insurance Requirement

SC-2 Insurance

The Contactor shall procure and maintain the following described insurance, except for coverage(s) specifically waived by Owner, on policies and with insurers acceptable to Owner. These insurance requirements shall not limit the liability of Contractor.

The insurance coverage(s) and limits required of Contractor under this Invitation to Bid are designed to meet the minimum requirements of Owner and the Owner does not represent these types or amounts of insurance to be sufficient or adequate to protect the Contractor's interests or liabilities. Contractor alone shall be responsible to the sufficiency of its own insurance program.

The Contractor and the Contractor's subcontractors and sub-subcontractors shall be solely responsible for all of their property, including but not limited to any materials, temporary facilities, equipment and vehicles, and for obtaining adequate and appropriate insurance covering any damage or loss to such property. The Contractor and the Contractor's subcontractors and sub-subcontractors shall expressly waive any claim against the Owner arising out of or relating to any damage or loss of such property, even if such damage or loss is due to the fault or neglect of the Owner or anyone for whom the Owner is responsible. The Contractor is obligated to include, or cause to be included, provisions similar to this paragraph in all of the Contractor's subcontracts and its subcontractor's contracts with their sub-subcontractors.

The Contractor's deductibles/self-insurance retention's must be disclosed to Owner and are subject to Owner's approval. The Contractor is responsible of the amount of any deductible or self-insured retention. Any deductible or retention applicable to any claim or loss shall be the responsibility of Contractor and shall not be greater than \$25,000, unless otherwise agreed to, in writing, by Owner.

Insurance required of the Contractor or any other insurance of the Contractor shall be considered primary, and insurance of Owner shall be considered excess, as may be applicable to claims or losses which arise out of or relate to the Work or this Project.

A. Workers' Compensation and Employers' Liability Insurance Coverage: The Contractor shall purchase and maintain workers' compensation and employers' liability insurance for all employees engaged in the Work, in accordance with the laws of the State of Florida. Limits of coverage shall not be less than:

\$500,000 Limit Each Accident

\$500,000 Limit Disease Aggregate

\$250,000 Limit Disease Each Employee

B. Commercial General Liability Coverage: Contractor shall purchase and maintain commercial general liability insurance on a full occurrence form. Coverage shall include, but not be limited to, Premises and Operations, Personal Injury, Contractual for this Contract, Independent Contractors, Broad Form Property Damage, Products and Completed Operation Liability Coverage(s) and shall not exclude coverage for the "X" (Explosion), "C" (Collapse) and "U" (Underground) Property Damage Liability exposures. Limits of coverage shall not be less than:

\$ 1,000,000 Combined Single Limit Each Occurrence

\$ 2,000,000 Aggregate Limit

Contractor shall add Owner as an additional insured through the use of Insurance Service Office Endorsements No. CG 20.20.22.85 wording or equivalent, or broader, an executed copy of which shall be attached to or incorporated by reference on the Certificate of Insurance to be provided by Contractor pursuant to the requirements of the Project Documents.

C. Business Automobile Liability Coverage: The Contractor shall purchase and maintain Business Automobile Liability Insurance as to ownership, maintenance, use, loading and unloading of all of Contractor's owned, non-owned, leased, rented or hired vehicles with limits not less than:

\$1,000,000 Combined Single Limit Each Accident

D. Excess or Umbrella Liability Coverage: Contractor shall purchase and maintain Excess Umbrella Liability Insurance or Excess Liability Insurance on a full occurrence form providing the same continuous coverage(s) as required for the underlying Commercial General, Business Automobile and Employers' Liability Coverage(s) with no gaps in continuity of coverage(s) or limits with Owner added by endorsement to the policy as an additional insured in the same manner as is required under the primary policies, and shall not be less than:

\$4,000,000 Each Occurrence/Accident

Only bids submitted on this Bid Sheet will be accepted.

Return in a sealed envelope, plainly marked

“Air Terminal Roof Cleaning – February 8, 2022”

TO: Northwest Florida Beaches International Airport,
6300 West Bay Parkway, Box A,
Panama City Beach, FL 32409

BUSINESS NAME _____

MAILING ADDRESS _____

CONTACT NAME _____ PHONE _____

EMAIL _____

The Bidder hereby agrees to deliver services required to complete the scope of work per this “Invitation to Bid” for the prices shown below:

Bid Item #	Bid Item Description	Lump Sum Price
#1	Base Bid (Materials) Materials required to complete project scope during normal business hours. (7 a.m. to 5 p.m. CST)	
#2	Base Bid (Labor) Materials required to complete project scope during normal business hours. (7 a.m. to 5 p.m. CST)	

PLEASE INCLUDE THE FOLLOWING:

1. Detailed price sheet (if applicable)
2. Exceptions sheet (if exceptions taken)
3. Copy of Warranty

Bidder certifies as follows:

- A. Bidder is an established business in providing services related to the performance of services outlined in this “Invitation to Bid”.
- B. Bidder is licensed in the State of Florida to perform services outlined in this “Invitation to Bid”.
- C. Bidder has adequate personnel and equipment to perform services as outlined in this “Invitation to Bid” within stated timelines.

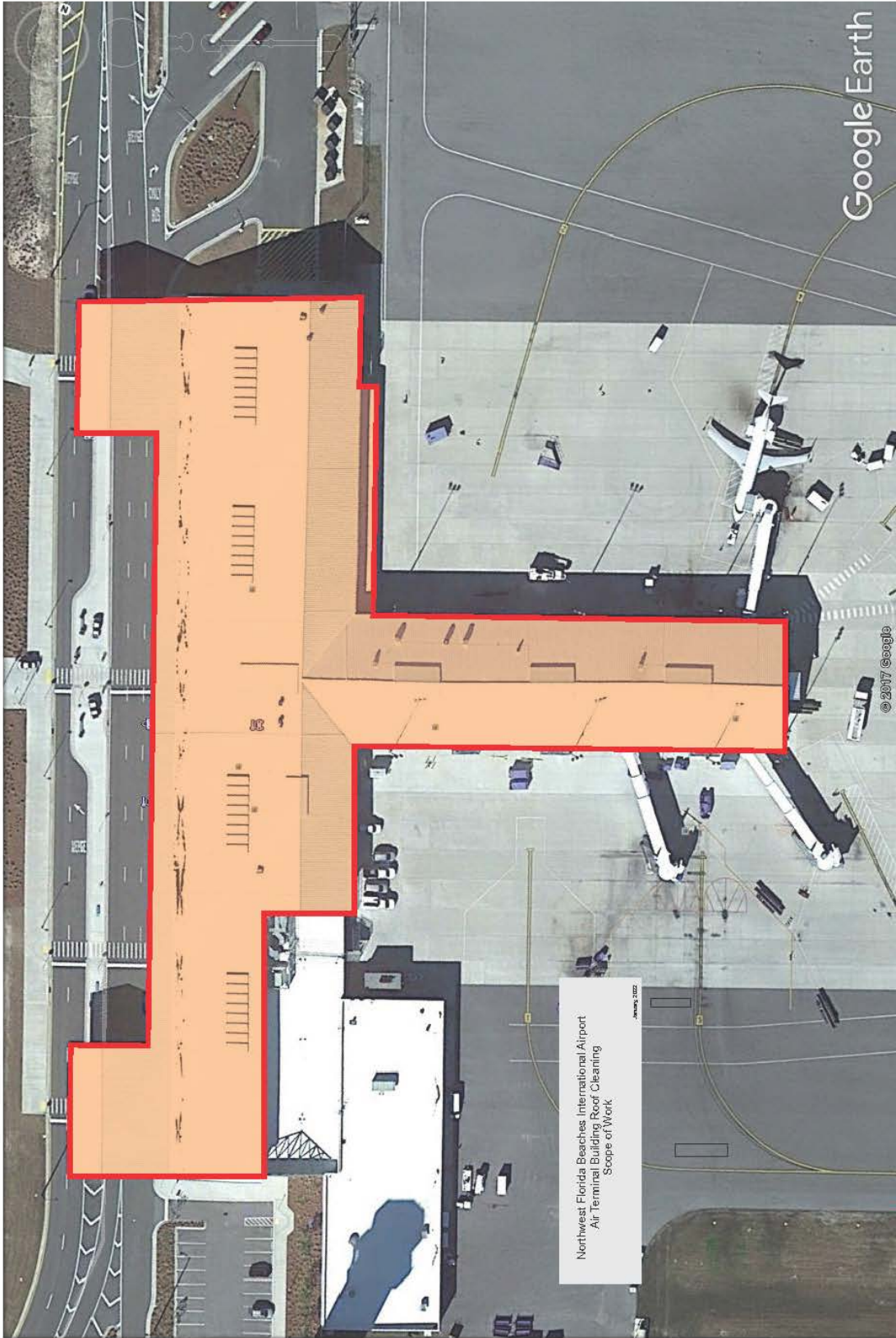
I agree to provide the above items at the prices indicated, meeting all specifications unless exceptions are noted.

By: _____
Printed Name

Signature: _____

Title: _____

Date: _____



Northwest Florida Beaches International Airport
Air Terminal Building Roof Cleaning
Scope of Work

Google Earth

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