

## NOTICE TO RECEIVE SEALED BIDS

### RFP 2026-010

The City of Apalachicola will receive sealed bids from any qualified person, company or corporation interested in constructing the:

#### **APALACHICOLA Avenue H Pervious Parking Lot Subrecipient Agreement HL268 – FloridaCommerce**

This RFP is for the construction of a thirty (30) space permeable (pervious paver) public parking lot within the unopened Avenue H right-of-way between Water Street and Commerce Street in Apalachicola, Florida, including driveway connections to Water Street and Commerce Street, erosion control, site preparation, signage, and site restoration, as shown on the Boundary and Topographic Survey / Concept Plan (Exhibit A) and the Engineer's construction plans and design specifications (Exhibit B).

*This contract will be paid for in whole or in part through a legislative appropriation and administered through FloridaCommerce.*

Please indicate on the envelope that this is a sealed bid for the ***Apalachicola Ave H Pervious Parking Lot, RFP 2026-010.***

**One (1) original set of bid documents and one (1) electronic pdf must be sent to  
City Hall  
1 Bay Avenue  
Apalachicola, FL 32320 by November 15, 2026 @ 2:00 pm, Eastern Time.**

Bids will be opened and read aloud immediately thereafter.

All technical questions and requests for plans and specifications must be addressed to Sean K. Marston, P.E., Urban Catalyst Consultants, Inc. @ [smarston@ucceng.com](mailto:smarston@ucceng.com) or (850) 999-4241, and administrative questions may be addressed to Micah Priest @ [mpriest@cityofapalachicola.com](mailto:mpriest@cityofapalachicola.com) no later than **November 1, 2026.**

Bid questions and answers will be published on the City's website @ [www.cityofapalachicola.com](http://www.cityofapalachicola.com) by **November 7, 2026.**

The City of Apalachicola reserves the right to reject any and all bids. All Bids shall remain firm for a period of ninety (90) days after the opening. All bidders shall comply with all applicable State and local laws concerning licensing registration and regulation of contractors doing business in the State of Florida. The bid must conform to Section 287.133(3) Florida Statutes, on public entity crimes.

Contractor must achieve final completion of work on or before September 30, 2027. This deadline is a material condition of the contract required to ensure compliance with FloridaCommerce grant funding expiration requirements.

*The City of Apalachicola is an Equal Opportunity Employer.*



# **APALACHICOLA PROJECT HL268-AVE H PERVIOUS PARKING LOT BID PACKAGE**

## **SECTION 1 – PROJECT DESCRIPTION AND SCOPE OF WORK**

### **1.1 Project Location**

The project site is the unopened Avenue H right-of-way located between Water Street (70' right-of-way, paved) and Commerce Street (60' right-of-way, paved), City of Apalachicola, Franklin County, Florida. The site measures approximately 100 feet along Water Street and 98 feet along Commerce Street, with side lines of approximately 159 to 160 feet, as more particularly shown on Exhibit A.

### **1.2 Project Description**

The City intends to construct a permeable public parking lot on Avenue H. The improvements consist generally of the following, as shown in Exhibits A and B:

- Thirty (30) standard parking stalls (9 feet by 18 feet) arranged in two rows of fifteen (15) stalls on either side of a 24-foot, two-way drive aisle, including accessible (ADA) stalls, signage, and markings as required by the Florida Building Code, Florida Accessibility Code, and Exhibit B;
- Permeable interlocking concrete paver (pervious paver) surface over an open-graded aggregate base and reservoir section, with concrete edge restraint, per Exhibit B;
- A driveway connection to Water Street with 8-foot radius returns, including removal and replacement of existing concrete sidewalk, a concrete driveway apron, and detectable warning surfaces;
- A driveway connection to Commerce Street with 5-foot radius returns and asphalt pavement tie-in;
- Erosion and sediment control, clearing and grubbing, excavation and grading, maintenance of traffic, wheel stops, stop signs, sodding and restoration of all disturbed areas, layout survey, materials testing, and record (as-built) drawings.

### **1.3 Scope of Work**

The Contractor shall furnish all labor, materials, equipment, tools, supervision, permits not obtained by the City, testing, and incidentals necessary to complete the Work in accordance with the Contract Documents, including Exhibit B, and all applicable federal, state, and local codes. The Work includes, without limitation:

- a. Mobilization, demobilization, bonds, insurance, and general conditions.
- b. Maintenance of traffic on Water Street and Commerce Street in accordance with FDOT Standard Plans Index 102 series and the City's requirements.
- c. Installation and maintenance of erosion and sediment controls in accordance with the Florida Erosion and Sediment Control Designer and Reviewer Manual and the project's permit conditions until final stabilization.

- d. Clearing, grubbing, tree removal as shown, excavation, legal off-site disposal of excess and unsuitable material, and subgrade preparation.
- e. Construction of the pervious paver pavement section (geotextile, reservoir and base aggregates, bedding course, pavers, joint aggregate, and edge restraint) in accordance with Exhibit B and the manufacturer's installation requirements.
- f. Construction of right-of-way connections, sidewalk, and ADA improvements; signage; stall delineation; and wheel stops.
- g. Restoration of all disturbed areas with sod, protection of existing utilities (including overhead electric along Commerce Street), and repair of any damage caused by the Contractor.

#### **1.4 Exhibits**

The following exhibits are incorporated into and made part of this RFP:

**Exhibit A** – Boundary and Topographic Survey / Concept Plan, Apalachicola Ave H Parking Lot, Sheets C-100 and C-100.1, prepared by Urban Catalyst Consultants, Inc. (survey by Thurman Roddenberry & Associates), dated September 9, 2026, Project No. 26025.00.

**Exhibit B** – Engineer's Construction Plans and Design Specifications, Apalachicola Avenue H Parking Lot, prepared by Urban Catalyst Consultants, Inc., Sean K. Marston, P.E. (the "Engineer").

In the event of a conflict, Exhibit B shall govern over Exhibit A, and figured dimensions shall govern over scaled dimensions. The Contractor shall notify the Engineer in writing of any discrepancy before proceeding with the affected Work. Quantities shown on the Bid Form are estimates for bid comparison only; payment will be made for actual quantities installed and accepted at the unit prices bid, except for lump-sum items.

#### **1.5 Contract Time and Liquidated Damages**

The Contractor shall begin Work within thirty (30) calendar days after the Notice to Proceed and shall achieve Substantial Completion within 180 calendar days and Final Completion within **210** calendar days after the Notice to Proceed, and in no event later than **September 30, 2027**. Liquidated damages of **\$1000** per calendar day will be assessed for each day beyond the contract time.

#### **1.6 Construction Administration**

The Engineer will provide construction administration services for the City, including review of submittals and shop drawings, responses to requests for information, periodic site observation, review of pay applications, and recommendation of substantial and final completion. Required submittals include, at a minimum: paver product data and color samples, aggregate gradations from the source pit, geotextile data, concrete mix design, schedule, and MOT plan.

## **SECTION 2 – INSTRUCTIONS TO BIDDERS**

### **2.1 Bidder Qualifications**

Bidders shall hold a current State of Florida Certified or Registered General, Building, or Underground Utility and Excavation Contractor license, or other license appropriate to the Work, and shall be registered with the Florida Division of Corporations. Each bid shall include:

- Copies of the bidder's contractor license(s) and Sunbiz registration;
- A list of at least three (3) similar projects (parking lots, site paving, or pervious/permeable paving) completed within the past five (5) years, with owner contact information;
- Evidence of PICP/pervious paver installation experience or certification of the installation supervisor;
- Qualifications of Key Personnel
- An active SAM.gov Unique Entity ID (UEI) and evidence that the bidder is not suspended or debarred from federal programs.

### **2.2 Bid Security**

Each bid shall be accompanied by a bid bond, certified check, or cashier's check in an amount not less than five percent (5%) of the Total Base Bid, payable to the City of Apalachicola. The bid security of the successful bidder will be forfeited if the bidder fails to execute the contract and furnish the required bonds and insurance within ten (10) days after the Notice of Award.

### **2.3 Performance and Payment Bonds**

The successful bidder shall furnish a Performance Bond and a Payment Bond, each in the amount of one hundred percent (100%) of the contract price, in accordance with Section 255.05, Florida Statutes, and 2 CFR 200.326 / Appendix II, issued by a surety authorized to do business in Florida. The bonds shall be recorded in the public records of Franklin County before commencement of Work.

### **2.4 Insurance**

Before beginning Work, the Contractor shall furnish certificates of insurance naming the City of Apalachicola and the Engineer as additional insureds, with the following minimum limits: Commercial General Liability – \$1,000,000 per occurrence / \$2,000,000 aggregate; Business Automobile Liability – \$1,000,000 combined single limit; Workers' Compensation – statutory limits, with Employer's Liability of \$500,000.

### **2.5 Preparation and Submission of Bids**

Bids shall be submitted on the Bid Form included in Section 3, completed in ink or typewritten, with all unit prices and extended prices filled in. In case of a discrepancy between a unit price and its extension, the unit price shall govern. Bids shall be signed by an authorized officer of the bidder. Late bids will not be accepted. Each sealed bid package shall contain:

1. Completed and signed Bid Form (Section 3), including acknowledgment of all addenda;
2. Bid security;

3. Qualification documents listed in Section 2.1
4. Completed federal and state forms and certifications in Attachments A
5. Electronic PDF copy of the complete bid.

## **2.6 Addenda and Interpretations**

No oral interpretations will be binding. All interpretations and supplemental instructions will be issued by written addenda posted on the City's website. Bidders shall acknowledge all addenda on the Bid Form.

## **2.7 Award**

The contract will be awarded to the lowest responsive and responsible bidder whose bid conforms to the requirements of this RFP, as determined by the City Commission. The City reserves the right to reject any and all bids, to waive minor irregularities, and to reduce quantities or delete items to bring the contract within available funding. Responsibility will be determined considering experience, licensing, past performance, financial capacity, and federal eligibility.

## **2.8 Federal and State Requirements**

The Contractor shall comply with the Required Contract Terms and Conditions in Attachments A through E, including payment of Davis-Bacon prevailing wage rates (the applicable HUD wage decision for Franklin County, Florida, will be incorporated by addendum and must be verified ten (10) days before bid opening), weekly certified payrolls, Section 3 reporting, Build America, Buy America Act requirements as applicable, record retention and access, and Florida public records requirements under Chapter 119, F.S. The Contractor shall include these requirements in all subcontracts.

## SECTION 3 – BID FORM

### RFP 2026-010 – Apalachicola HL-268 Avenue H Pervious Parking Lot

TO: City of Apalachicola, 1 Bay Avenue, Apalachicola, FL 32320

The undersigned bidder, having examined the site, Exhibits A and B, and all Contract Documents and addenda, proposes to furnish all labor, materials, equipment, and incidentals necessary to complete the Work in accordance with the Contract Documents for the following unit and lump-sum prices:

| Item                                          | Description                                                       | Unit | Est. Qty | Unit Price | Extended Price |
|-----------------------------------------------|-------------------------------------------------------------------|------|----------|------------|----------------|
| <b>GENERAL CONDITIONS</b>                     |                                                                   |      |          |            |                |
| 1                                             | Mobilization / Demobilization                                     | LS   | 1        | \$         | \$             |
| 2                                             | Maintenance of Traffic (Water St. & Commerce St.)                 | LS   | 1        | \$         | \$             |
| 3                                             | Construction Layout Survey & Record (As-Built) Drawings           | LS   | 1        | \$         | \$             |
| 4                                             | Materials Testing (compaction, base gradation, infiltration)      | LS   | 1        | \$         | \$             |
| 5                                             | Payment & Performance Bonds and Insurance                         | LS   | 1        | \$         | \$             |
| <b>EROSION CONTROL &amp; SITE PREPARATION</b> |                                                                   |      |          |            |                |
| 6                                             | Silt Fence (Type III)                                             | LF   | 520      | \$         | \$             |
| 7                                             | Stabilized Construction Entrance                                  | EA   | 1        | \$         | \$             |
| 8                                             | Clearing & Grubbing                                               | AC   | 0.37     | \$         | \$             |
| 9                                             | Tree Removal (allowance)                                          | EA   | 4        | \$         | \$             |
| 10                                            | Unclassified Excavation (paver section, off-site disposal)        | CY   | 540      | \$         | \$             |
| 11                                            | Fine Grading / Subgrade Preparation                               | SY   | 1,080    | \$         | \$             |
| <b>PERVIOUS PAVER PARKING AREA</b>            |                                                                   |      |          |            |                |
| 12                                            | Non-woven Geotextile Fabric (sides of reservoir)                  | SY   | 1,080    | \$         | \$             |
| 13                                            | No. 2 Stone Subbase / Reservoir Course (10 in.)                   | TN   | 450      | \$         | \$             |
| 14                                            | No. 57 Stone Base Course (6 in.)                                  | TN   | 270      | \$         | \$             |
| 15                                            | No. 8 Stone Bedding Course (2 in.) & Joint Fill                   | TN   | 110      | \$         | \$             |
| 16                                            | Permeable Interlocking Concrete Pavers, 80 mm (furnish & install) | SF   | 9,700    | \$         | \$             |
| 17                                            | Concrete Edge Restraint / Ribbon Curb (6 in. x 12 in.)            | LF   | 450      | \$         | \$             |
| <b>RIGHT-OF-WAY CONNECTIONS</b>               |                                                                   |      |          |            |                |
| 18                                            | Remove Existing Concrete Sidewalk / Curb (Water St.)              | SY   | 45       | \$         | \$             |
| 19                                            | Concrete Driveway Apron, 6 in., 3,000 psi, fiber (Water St.)      | SY   | 60       | \$         | \$             |
| 20                                            | Concrete Sidewalk Replacement, 4 in.                              | SY   | 40       | \$         | \$             |
| 21                                            | Detectable Warning Surfaces                                       | EA   | 2        | \$         | \$             |
| 22                                            | Asphalt Pavement Tie-in / Saw Cut (Commerce St.)                  | SY   | 30       | \$         | \$             |

| Item                                       | Description                                           | Unit | Est. Qty | Unit Price | Extended Price |
|--------------------------------------------|-------------------------------------------------------|------|----------|------------|----------------|
| <b>SIGNAGE, STRIPING &amp; ACCESSORIES</b> |                                                       |      |          |            |                |
| 23                                         | Contrasting Paver Stall Delineation                   | LF   | 600      | \$         | \$             |
| 24                                         | Precast Concrete Wheel Stops                          | EA   | 30       | \$         | \$             |
| 25                                         | ADA Accessible Space Signage (incl. 1 van-accessible) | EA   | 2        | \$         | \$             |
| 26                                         | ADA Symbol / Access Aisle Marking                     | EA   | 2        | \$         | \$             |
| 27                                         | Stop Signs (R1-1) with Stop Bar                       | EA   | 2        | \$         | \$             |
| <b>RESTORATION</b>                         |                                                       |      |          |            |                |
| 28                                         | Bahia Sod (disturbed areas)                           | SY   | 340      | \$         | \$             |
| 29                                         | Utility Locates / Conflict Coordination (allowance)   | LS   | 1        | \$         | \$             |
| <b>TOTAL BASE BID (Items 1 through 29)</b> |                                                       |      |          |            | <b>\$</b>      |

Total Base Bid in words:

\_\_\_\_\_ Dollars  
 (\$\_\_\_\_\_).

Addenda acknowledged: No. \_\_\_\_\_ Date \_\_\_\_\_ No. \_\_\_\_\_ Date \_\_\_\_\_ No. \_\_\_\_\_  
 Date \_\_\_\_\_

The bidder agrees that this bid shall remain firm for ninety (90) days after bid opening and, if awarded, to execute the contract and furnish the required bonds and insurance within ten (10) days of the Notice of Award, and to achieve Final Completion within the contract time.

\_\_\_\_\_  
 Bidder (Company Name)

\_\_\_\_\_  
 Signature / Title

\_\_\_\_\_  
 Printed Name / Date

\_\_\_\_\_  
 Florida Contractor License No. / SAM UEI

\_\_\_\_\_  
 Address / Telephone / Email

## **ATTACHMENTS AND EXHIBITS**

**Exhibit A** – Boundary and Topographic Survey / Concept Plan (Sheets C-100 and C-100.1), Urban Catalyst Consultants, Inc., dated 09/09/2026

**Exhibit B** – Engineer's Construction Plans and Design Specifications, Urban Catalyst Consultants, Inc.

**Attachment A** – Required Contract Certifications and Forms for Subrecipient Agreement **HL-268**.