

**INVITATION TO BID**  
**ITB25-011 NPR CITY HALL RESTROOM RENOVATIONS**

Sealed proposals for the construction of ITB25-011 NPR City Hall Restroom Renovations (5919 Main Street), addressed to the City of New Port Richey, City Clerk's Office, 5919 Main Street, New Port Richey, Florida 34652, will be received at the City Clerk's Office until 2:00 p.m., local time, on April 24, 2025. Any Bids received after the specified time and date will not be considered. Bids shall be completed on the enclosed Bid Form as set forth in the Instructions to Bidders and otherwise be in compliance with the Bidding Documents.

A bid opening will be held promptly at 2:00 p.m., local time, on April 25, 2025 in the Council Chambers, First Floor, City Hall, 5919 Main Street, New Port Richey, Florida 34652, at which time the proposals will be publicly opened and read aloud.

The Project is located in the City of New Port Richey, Florida, at the City Hall building, 5919 Main Street. The Work is generally described as furnishing all labor, materials, equipment, tools, transportation, services and incidentals necessary to provide the Owner with the following project elements:

- One set of restrooms is to be completed at a time.
- Reconfiguration of Existing first floor Men's and Women's restrooms for a new accessible stall.
- New finishes and fixtures in existing first floor Men's and Women's restrooms.
- Renovation of Existing second floor Men's and Women's restrooms to include new finishes and fixtures.
- Coordinate and assist with connections of relocated accessories and replaced fixtures.
- During construction public restrooms will be provided at the library for use as a Temporary restroom.

Bid drawings and documents may be requested by emailing Megan Bingham at [megan@wjarc.com](mailto:megan@wjarc.com). Drawings and specifications may also be examined at the City of New Port Richey Public Works Facility, 6132 Pine Hill Road, Port Richey, FL 34668.

A MANDATORY pre-bid conference will be held at the site; 5919 Main Street, New Port Richey, FL 34652 on Tuesday, April 1, 2025 at 10:00 AM. Bids received from bidders who did not attend the MANDATORY pre-bid conference will not be considered.

Each bid must be submitted, in triplicate, on the prescribed Proposal forms and accompanied by Bid security on the prescribed form, payable to the City of New Port Richey, in an amount not less than 5 percent of the base bid amount. The outside of the envelope must be clearly marked with the bidder's name and full address along with "ITB25-011 NPR CITY HALL RESTROOM RENOVATIONS."

The successful Bidder will be required to furnish the necessary additional bond(s) for the faithful performance of the Contract, as prescribed in the Contract Documents.

All Bid Bonds, Contract Bonds, Insurance Contracts and Certificates of Insurance shall be either executed by or countersigned by a licensed resident agent of the Surety or insurance company having his place of business in the State of Florida. Further, the said Surety or insurance company shall be duly licensed and qualified to do business in the State of Florida. To perform public work, the successful Bidder shall, as applicable, hold or obtain such Contractors' and Business Licenses as required by state statutes.

Before a Contract will be awarded for the work contemplated herein, the Owner will conduct such investigations as is necessary to determine the performance record and ability of the apparent low Bidder to perform the size and type of work specified under this Contract. Upon request, the Bidder

shall submit such information as deemed necessary by the Owner to evaluate the Bidder's qualifications.

The City of New Port Richey reserves the right to reject any or all bidder for any reason. Including but not limited to, Owner believes that it would not be in the best interest of the Project or The City to make an award to that Bidder, whether because the Bid is not responsive, or the Bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by Owner. This includes the City's right to reject all Proposals or any Proposal not conforming to the intent and purpose of the Contract Documents, and to postpone award of the Contract for a period of time which shall not extend beyond 120 days from the Proposal opening date.

Email all questions to, Megan Bingham at [megan@wjarc.com](mailto:megan@wjarc.com) by 4:00 PM on April 11, 2025. A single response addressing all questions will be e-mailed to all bidders of record by 4:00 PM on April 18, 2025.

Dated this 19<sup>th</sup> and 26<sup>th</sup> day of March, 2025.

CITY OF NEW PORT RICHEY, FLORIDA  
By: Judy Meyers, MMC, City Clerk