

**INVITATION TO BID (Competitive Bidding)**

**HCPS STANDARDS DOCUMENT. No.: 01001**

**APPLICATION: ELEMENTARY, MIDDLE AND HIGH SCHOOL**

**DATE OF ISSUE:**

- 02-04-16** - **Fixed links, revised wording**
- 04-04-14 - [Fixed link to Owner's Forms & Standards webpage](#)
- 08-12-10 - Revised format
- 05-18-10 - Deleted amounts shown for bid and surety bonds;
- 02-23-09 - Revised Owner's name; added A/E's phone number.
- 09-25-08 - Revised bid receipt location to Procurement Department, 3<sup>rd</sup> floor.
- 05-01-08 - First issued.

**NOTES:**

For competitively bid projects, the document that follows shall be advertised in local newspapers.

Prior to publication, the information appearing in red brackets [ ] shall be edited as appropriate to the project.

**DO NOT USE THIS DOCUMENT FOR PROJECTS CONSTRUCTED USING THE CM-AT-RISK DELIVERY METHOD.**

**ATTACHMENTS:**

Invitation to Bid (1 page)

# PUBLIC ANNOUNCEMENT

## INVITATION TO BID

The SCHOOL BOARD OF HILLSBOROUGH COUNTY, Florida, seeks sealed bids from qualified bidders for [insert project name]. Project scope provides for [very brief description of scope here; include site names unless the project encompasses more than four sites; for more than four sites include "at multiple sites in Hillsborough County, Florida"] with an estimated construction cost between [60% of budget] and [140% of budget].

Qualified firms can submit bids to the Hillsborough County Public Schools (HCPS) Procurement Department on the 3<sup>rd</sup> Floor of the Raymond O. Shelton School Administrative Center, 901 East Kennedy Boulevard, Tampa, Florida 33602, until bid opening at [time] on [day], [date].

HCPS will host a [mandatory or non-mandatory] pre-bid conference at [location] at [time] on [day], [date] [add here if applicable: followed by a tour of the job site.] Attendees must sign in and present a photo ID to gain access to the conference.

The bid documents include bid submittal requirements and identify requirements for bid security, surety bonds, and insurance. The successful bidder must provide evidence of required insurance prior to proceeding with the work. HCPS maintains general requirements applicable to all construction-related bids on the HCPS website.

Bidders are subject to the HCPS Small Business Encouragement Program, as described in the bid documents.

Bidders may obtain a complete set of bid documents in PDF format via HCPS VendorBid system at: <http://www.vendorbid.net/hillsborough>.

HCPS reserves the right to award the bid to the lowest and/or best responsible bidder, to waive any informality or irregularity in any bid, or to reject any and all bids received.

THE SCHOOL BOARD OF HILLSBOROUGH COUNTY, FLORIDA

JEFF EAKINS  
SUPERINTENDENT OF SCHOOLS