

# INTRODUCTION SECTION

## 1) INVITATION

The State of Florida Department of Transportation (hereinafter referred to as the "Department") is soliciting written bids from qualified bidders to establish a contract to provide Districtwide Mowing, Debris Removal, and Tree Services. It is anticipated that the term of the contract will begin upon execution and be effective for Sixty (60) months thereafter.

For the purpose of this document, the term "bidder" means the bidder acting on their own behalf and those individuals, partnerships, firms, or corporations comprising the bidder team. The term "bid package" means the complete response of the bidder to the Invitation to Bid, including properly completed forms and supporting documentation. After the award, said bidder will be referred to as the "Vendor".

## 2) TIMELINE

Provided below is a list of critical dates and actions. These dates are subject to change. Notices of changes (Addenda) will be posted on the Florida Vendor Bid System at [www.myflorida.com](http://www.myflorida.com) (click on "BUSINESS", click on "Doing Business with the State", under "Everything for Vendors and Customers", click on "Vendor Bid System (VBS)", click on "Search Advertisements") under this bid number. It is the responsibility of all potential bidders to monitor this site for any changing information prior to submitting your bid.

<b>ACTION / LOCATION</b>	<b>DATE</b>	<b>LOCAL TIME</b>
<b>DEADLINE FOR TECHNICAL QUESTIONS -</b> There is no deadline for administrative questions.	<b>04/30/2020</b>	<b>04:00 PM</b>
<b>BIDS DUE (ON OR BEFORE) -</b> Submit Electronically to: <a href="mailto:D4.Purch@dot.state.fl.us">D4.Purch@dot.state.fl.us</a>	<b>05/08/2020</b>	<b>10:30 AM</b>
<b>PUBLIC OPENING -</b>	<b>05/08/2020</b>	<b>11:00 AM</b>
<b>In a mitigation effort to prevent the spread of COVID-19, this meeting will be held via GoToMeeting</b>		
Please join this GoToMeeting from your computer, tablet, or smartphone: <a href="https://global.gotomeeting.com/join/587065101">https://global.gotomeeting.com/join/587065101</a>		
You can also dial in using your phone: (For supported devices, tap a one-touch number below to join instantly.) United States (Toll Free): 1 866 899 4679 - One-touch: <a href="tel:+18668994679,,587065101#">tel:+18668994679,,587065101#</a>		
United States: +1 (646) 749-3117 - One-touch: <a href="tel:+16467493117,,587065101#">tel:+16467493117,,587065101#</a>		
<b>POSTING OF INTENDED DECISION/AWARD -</b>	<b>05/14/2020</b>	<b>04:00 PM</b>