

INTRODUCTION SECTION

1) INVITATION

The State of Florida Department of Transportation, hereinafter referred to as the “Department”, requests written proposals from qualified Proposers to provide **Districtwide General Landscaping Services**. It is anticipated that the term of the contract will begin on **August 17, 2020** and be effective through **60 months**.

The Department intends to award this contract to the responsive and responsible Proposer whose proposal is determined to be the most advantageous to the Department. After the award, said Proposer will be referred to as the “Vendor”. For the purpose of this document, the term "Proposer" means the prime Vendor acting on its own behalf and those individuals, partnerships, firms, or corporations comprising the Proposer team. The term "proposal" means the complete response of the Proposer to the Request for Proposals (RFP), including properly completed forms and supporting documentation.

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 (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 RFP number. It is the responsibility of all potential proposers to monitor this site for any changing information prior to submitting your proposal.

In a mitigation effort to prevent the spread of COVID-19 all public meetings will be held via GoToMeeting

ACTION / LOCATION	DATE	LOCAL TIME
DEADLINE FOR TECHNICAL QUESTIONS - (There is no deadline for administrative questions)	05-27-2020	5:00 PM
PROPOSALS DUE, ON OR BEFORE - (Technical and Price Proposal) Submit Electronically to: D4.Purch@dot.state.fl.us	06-10-2020	10:30 AM
PUBLIC OPENING (Technical Proposal) -	06-10-2020	11:00 AM

Please join this GoToMeeting from your computer, tablet, or smartphone:
<https://global.gotomeeting.com/join/411263533>

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: [tel:+18773092073,411263533#](tel:+18773092073,411263533)

United States: +1 (646) 749-3117
- One-touch: [tel:+16467493129,411263533#](tel:+16467493129,411263533)

PUBLIC SELECTION MEETING. 07-06-2020
(Reading of Technical Scores)

9:30 AM

Please join this GoToMeeting on your phone by dialing in:

Line: +1 (872) 240-3412

Access Code: 613-649-405

PUBLIC OPENING / MEETING (Price Proposal) - 07-06-2020

11:00 AM

Please join this GoToMeeting from your computer, tablet, or smartphone:
<https://global.gotomeeting.com/join/526336213>

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: <tel:+18668994679,,526336213#>

United States: +1 (646) 749-3117

- One-touch: <tel:+16467493117,,526336213#>

PUBLIC SELECTION MEETING. 07-20-2020
(Intent to Award)

9:30 AM

Please join this GoToMeeting on your phone by dialing in:

Line: +1 (312) 757-3121

Access Code: 119-197-197

POSTING OF INTENDED AWARD - 07-20-2020

4:00 PM

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