

**INVITATION TO BID: BID-SJR-10-2023**

Please accept this letter as your invitation to bid on the Building V Electrical Infrastructure Upgrades Project located at St. Johns River State College, 5001 St. Johns Avenue, Palatka, FL 32177.

This bid is identified as **BID-SJR-10-2023**. Information and notices pertaining to this bid will be posted on the College web page dedicated to this bid at <https://www.sjrstate.edu/102023>. This web page will be updated as the bid process progresses. Bidders are required to monitor the web page during the entire bid process for information and notices.

**Description of Scope of Work:**

The purpose of this project is to upgrade the emergency power electrical infrastructure for Building V, to support our College I.T. department's server equipment that is critical to our collegewide operation and allow for I.T. department's future expansion of their server equipment inventory. In addition, this upgrade will support the new security department office that is a critical operation for the safety of our student/staff population, for both the Palatka campus security and collegewide security operations.

The scope of work includes the upgrade of existing emergency generator equipment with a new 75 kw natural gas emergency generator. Installation of a new electrical power circuit, new electrical distribution circuits and electrical distribution panels to support the existing I.T. department's servers, UPS equipment, security office and emergency power for Building V's food service café.

**Please Note:** If you would like to schedule a site visit to discuss the scope of work for this project please e-mail Mike Canaday, Director of Plant Operations at [mikecanaday@sjrstate.edu](mailto:mikecanaday@sjrstate.edu) or call him at (386) 312-4091

**Bid Submission Deadline:**

**Sealed bids, clearly marked on the outside with the name of your firm and BID-SJR-10-2023, are due to Terry Thomas, Director of Capital Assets and Risk Management, St. Johns River State College, Business Office, 5001 St. Johns Avenue, Palatka, Florida 32177, by 2:00 p.m. on March 28, 2024.**

**Bids must be received by the deadline in order to be considered. It is the responsibility of the bidder to ensure delivery to the correct location (Palatka Campus-Business Office).** Failure of a delivery service or US mail to deliver bid responses by the due date and time shall not constitute an extension to the deadline. Faxed, e-mailed, conditional, improperly identified submissions, and bids received after the deadline will not be considered. The College is not responsible for any expense, including expedited delivery, incurred by the bidder in responding to this bid.

**Bid Opening:**

Bids received by the deadline date, time and location listed above will be publicly opened and read aloud on March 28, 2024, at 3:00 p.m. in Room A-152 Valhalla Hall, in the Administration Building on the SJR State Palatka Campus.

Notice of Intent to Award:

Notice of intent concerning bid award will be posted on the web page at <https://www.sjrstate.edu/102023> on or about March 29, 2024.

Basis of Award:

SJR State anticipates awarding the bid to a single bidder submitting the lowest bid meeting specifications and within budget. SJR State reserves the right to reject any or all bids submitted, to waive any informalities in regards thereto, to waive any minor deviations in an otherwise valid bid proposal, to rebid or not, and to accept the bid which will be in the best interest of the College. The College is not necessarily bound to accept the lowest bid if that bid is contrary to its best interest.

Bid Award:

Bid award is anticipated on April 8, 2024. The successful bidder will enter into a contract with the College immediately after bid award with notice to proceed to follow thereafter. No bidder may withdraw its bid for 60 days after bid opening.

We look forward to receiving your bid response. Should you have questions regarding the bid process, contact me via e-mail at [terrythomas@sjrstate.edu](mailto:terrythomas@sjrstate.edu).

Sincerely,

*Terry Thomas*

**Director of Capital Assets and Risk Management**

**St. Johns River State College**

5001 St. Johns Avenue

Palatka, FL 32177

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