

INVITATION TO BID
Bid No. ITB26-005 Ovivo C30HT Drive Unit with Installation

Sealed proposals for an Ovivo C30HT Drive Unit with Installation Services, 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 December 4, 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.

The bid opening will be held promptly at 2:00 p.m., local time, on December 5, 2025 in the City of New Port Richey Council Chambers, 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 at 4730 Main Street, New Port Richey, Florida 34652.

The Scope of Work for this project includes, but is not limited to, furnishing all labor, materials, equipment, tools, transportation, services, and incidentals necessary to provide the Owner with the following project elements:

- Procurement of Ovivo's OEM C30HT Drive Unit.
- Removal and installation of new OEM C30HT Drive Unit to completion with Ovivo-approved warranty.
- All work shall be in accordance with the construction drawings, specifications, and contract documents.

Complete details and copies of the documents may be obtained by emailing Joe Palazzolo at palazzoloj@cityofnewportricher.org. The documents may also be examined by appointment at the City of New Port Richey W.W.T. Facility, 4730 Main Street, New Port Richey, FL 34652. No Pre-Bid meeting will be held. Email all questions to Joe Palazzolo, palazzoloj@cityofnewportricher.org by 4:00 PM on November 17, 2025. A single response addressing all questions will be e-mailed to all bidders of record by 4:00 PM on November 21, 2025.

Each bid must be submitted, in triplicate, on the 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 proposer's name and full address along with "ITB26-005 Ovivo C30HT Drive Unit with Installation."

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.

Dated this 22nd and 29th day of October, 2025.
CITY OF NEW PORT RICHEY, FLORIDA
By Judy Meyers, MMC, City Clerk