

**BID NOTICE**  
**REQUEST FOR PROPOSALS # 2021-03**  
**RE-ROOFING UNITS AT OKEECHOBEE & OSCEOLA CENTER**  
**SUPPLEMENTAL INFORMATION – NOTICE #2**  
**March 18, 2021**

This Supplemental Notice #2 is intended to provide information to all prospective bidders regarding the specific requirements for RFP #2021-03. And It is intended to help ensure that all proposals will comply with the expected results of the solicitation by responding to questions raised during the solicitation as follows:

**Question:** Is a bid bond required?

**Answer:** Yes, in the amount equal to 5% of the proposed amount for the highest cost of Option #1, or Option #2. Attached is a copy of the Bid Bond format to be used. An irrevocable Letter of Credit in the form set forth in the attached Sample document or a cashier's check in the equal amount may also be accepted.

**Question:** Will there be additional Bonding Requirements?

**Answer:** Yes, if awarded a 100% (of the prospective contract amount) Payment and Performance Bond is required of the successful contractor. The BGHA reserves the right to accept other reasonable assurances and otherwise modify, amend or waive this requirement.

**This supplemental information is shared for informational purposes only. It is the proposer's responsibility to demonstrate adherence to all applicable and prevailing codes and regulations that pertain to the scope of RFP #2021-03. Any further questions regarding the RFP or this supplemental notice should be directed to:**

Jessica Zelaya  
Senior Property Manager  
Belle Glade Housing Authority  
1204 N.W. Ave L Terrace  
Belle Glade, FL. 33430  
Office 561-996-7366  
Fax 561-996-9503  
Email [jessica.zelaya@nelsonasc.com](mailto:jessica.zelaya@nelsonasc.com)

# BID BOND

1. *KNOW ALL PERSONS* that we, \_\_\_\_\_  
\_\_\_\_\_ as Principal, and  
\_\_\_\_\_  
\_\_\_\_\_  
as Surety, are held and firmly bound unto **Belle Glade Housing Authority C/O Nelson and Associates, Inc**  
\_\_\_\_\_ (hereafter called the "Owner")  
in the penal sum of ten percent (5%) of the amount of the bid referred to in paragraph 2 below, but not to  
exceed \_\_\_\_\_ dollars (**\$ 25,000.00**), as hereinafter set  
forth and for the payment of which sum well and truly to be made, we bind ourselves, our executors,  
administrators, successors and assigns, jointly and severally, by these presents;

2. *WHEREAS*, the Principal has submitted a bid to the Owner for the construction of the Multi-family Housing  
Re-Roofing Project known as **Re-Roofing units at Okeechobee and Osceola Center RFP #2021-03.**
3. *NOW, THEREFORE*, the condition of this obligation is such that if the Owner shall accept the bid of the  
Principal, and
- a. the Principal shall execute such contract documents, if any, as may be required by the terms of the bid and  
give such Contractor's Bond or Bonds for the performance of the contract and for the prompt payment of  
labor and material furnished for the project as may be specified in the bid, or
  - b. in the event of the failure of the Principal to execute such contract documents, if any, and give such  
Contractor's Bond or Bonds, if the Principal shall pay to the Owner the difference, not to exceed the penal  
sum hereof, between the amount specified in the bid and such larger amount for which the Owner may in  
good faith contract with another party to construct the project, then this obligation shall be void, otherwise  
to remain in full force and effect.

*IN WITNESS WHEREOF*, the undersigned have caused this instrument to be executed and their respective  
corporate seals to be affixed and attested by their duly authorized representatives this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Principle (Seal)

ATTEST: By \_\_\_\_\_

\_\_\_\_\_  
Secretary Title

\_\_\_\_\_  
Surety (Seal)

ATTEST: By \_\_\_\_\_

\_\_\_\_\_  
Secretary Title

**Sample Letter of Credit for Bid Guarantee**

Money Bank  
123 Main Street  
Anytown, USA

Date:

Irrevocable Letter of  
Credit No.

(Note to Bank: This No.  
is mandatory; Letters of  
Credit without a number  
cannot be accepted.)

**USDA Forest Service (Beneficiary)**

U.S. Forest Service  
605 West Main St.  
Russellville, AR 72801-3614

Gentlemen:

NAME OF ISSUING AND PAYING INSTITUTION has established an irrevocable Letter-of-Credit in your favor, at the request of and for the account of NAME OF PRINCIPAL, to the extent of XXXXX THOUSAND XXX HUNDRED DOLLARS (\$XX,XXX.XX) to secure the bid guarantee on the HIGH ROAD timber sale.

Said funds are available by presentation of your sight draft(s) which:

- (a) clearly specify the number of this credit,
- (b) are drawn in favor of USDA Forest Service for the secured obligation cited above.

Draft(s) drawn in conformity with the conditions of this credit will be honored by us if presented at our office (list location(s) if other than one cited in address) on or before Date **(DATE - MUST BE AT LEAST 60 DAYS FROM DATE OF BID OPENING)**. This letter of credit will be automatically extended without amendment for periods of one year from the then relevant expiry date unless at least 60 days prior to that relevant expiry date we notify you in writing, by certified mail or courier, that we elect not to extend this Letter of Credit. Upon receipt of such notice, you may immediately draw upon this Letter of Credit by means of your sight draft and referencing our letter of credit number.

The deposits of NAME OF FINANCIAL INSTITUTION are insured by the Federal Deposit Insurance Corporation or Federal Savings and Loan Insurance Corporation or National Credit Union Association.

(Corporate Seal)            Sincerely,

TITLE  
Name of Bank