



BIDDERS INFORMATION PACKAGE

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)

SDPBC PROJECT NO. 0222-8462

TO: SUBCONTRACTORS

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DOCUMENTS TRANSMITTED WITH PACKAGE:

- 1. BID PACKAGE**
- 2. FULL SET OF DRAWINGS**
- 3. FULL SET OF SPECIFICATIONS**



REQUEST FOR PROPOSAL

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)

SDPBC PROJECT NO. 0222-8462

November 20th, 2025

Subject: WEST COMMUNITY ELEMENTARY SCHOOL (23-H)

Bids Due: Monday, January 12th 2026

- **Physical Sealed Bids: 4:00 P.M.**
- **BuildingConnected Sealed Bids: 11:30 P.M.**

Dear Bidder,

Moss and Associates invited your company to submit a proposal for the Scope of Work identified in this Bidders Information Package for the:

WEST COMMUNITY ELEMENTARY SCHOOL

School District of Palm Beach County

Your proposal must be submitted on or before the **bid date of January 12th, 2026**. Physical sealed bids must be delivered to Moss & Associates, 6363 NW 6th Way, Ft Lauderdale, FL 33309 by **4:00 P.M.** on the enclosed BID FORMS in a sealed envelope. **Alternatively**, sealed bids may be submitted electronically through the **BuildingConnected Sealed Bid** platform **no later than 11:59 P.M.** on the same date. Electronic submissions must be made through the BuildingConnected sealed bid portal; **emailed or faxed bids will not be accepted.**

The Bidders Information Package is intended to provide the format and structure that your proposal should follow. We request that you follow this format and include the complete Scope of Work identified herein. Please review the contents of this package carefully. Refer to the attached information for a detailed explanation of the documents transmitted, to prepare a complete bid.

If you have any questions concerning the project, scope of work or this package, submit your inquiries to the attention of Roby DeReuil at rdereuil@moss.com/ (561) 801-5588, or Richard Smolich at rsmolich@moss.com / (954) 769-8130. We thank you for your interest in this project and look forward to the receipt of your proposal.

Very truly yours,
MOSS AND ASSOCIATES
Richard Smolich
Chief Estimator



GENERAL PROJECT INFORMATION

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)

SDPBC PROJECT NO. 0222-8462

PROJECT ADDRESS:

16100 Persimmon Blvd., Westlake, FL 33470

OWNER'S REPRESENTATIVE:

School District of Palm Beach County

3661 Interstate Park Rd. N.

West Palm Beach FL 33404

ARCHITECT:

Zyscovich Architecture

100N Biscayne Blvd.

Miami, FL 33132

CONSTRUCTION MANAGER:

Moss and Associates

Matt Mahony

Director of Education

6363 NW 6th Way

Fort Lauderdale, FL 33309

Email: MMahoney@moss.com



PROJECT OVERVIEW

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)

SDPBC PROJECT NO. 0222-8462

Project Description:

The project consists of new construction of approximately 95,450 gross square feet on 12 acres site; This project will provide 970 student stations for K-5 students

The project mainly consists of but not limited to the following scope:

- Site Clearing
- Erosion & Sediment Control
- Protection of Existing Trees
- Grading & Leveling after Demolition
- Vibro-Compaction/ Soil Stabilization
- Earthwork
- Grading, Backfill & Compaction
- Storm Drainage System
- Water Distribution
- Fire Service
- Sanitary Sewer System
- Underground Utilities
- Site Concrete, Curb & Paving
- Asphalt Paving
- Pavement Signs & Markings
- Fencing & Gates
- Landscaping & Irrigation
- Artificial Turf/ Playground Protective Surfacing
- Playground Equipment
- Playground Shelters
- Cast-In-Place Concrete
- Slab On Grade
- Tilt-Up Concrete
- Masonry
- Precast Concrete Joists
- Light Weight Insulating Concrete
- Structural Steel
- Steel Joists and Girders
- Steel Deck
- Metal Fabrication
- Metal Stairs
- Metal Railings



- Rough Carpentry
- Finish Carpentry
- Cabinetry
- Waterproofing
- Polyisocyanurate Board Insulation
- Extruded Polystyrene Board Insulation
- Air Barriers
- Batt Insulation
- Roofing
- Flashing, Gutters, Downspouts and Other Accessories
- Roof Hatches
- Fireproofing
- Firestop System
- Joint Sealants
- Expansion Joint Cover Assemblies
- Metal Doors and Frames
- Wood Doors
- Door Hardware
- Access Doors and Frames
- Overhead Coiling Doors
- Aluminum Windows
- Glass and Glazing
- Louvers
- Metal Framing
- Gypsum Board System
- Plaster & Stucco
- Acoustical Ceilings
- Acoustical Wall Panels
- Ceramic Tiles
- Quarry Tiles
- Resilient Flooring
- Exterior Painting
- Interior Painting
- Specialties
- Marker and Tack Boards
- Display Cases
- Signage
- Plaque
- Exterior Marquee Signs
- Toilet Partitions
- Toilet Accessories
- Cubicle Curtains
- Operable Partitions
- Door and Wall Protection
- Fire Protection Special



- Metal Shelving
- Lockers
- Site Bicycle Racks
- Walkway Coverings
- Aluminum Canopies
- Flagpoles
- Appliances
- Ice Storage Bins
- Library Stack Systems
- Projection Screens
- Stage Curtains
- Kiln
- Furnishings
- Window Blinds
- Laboratory Casework & Equipment
- Entrance Floor Mats
- Playground Equipment
- Playground Shelters
- Elevators
- Fire Suppression System
- Plumbing
- Heating, Ventilation & Air Conditioning (HVAC)
- Energy Management and Control System
- Test & Balance
- Electrical
- Electrical Demolition
- Communication System (Voice & Data)
- Master Television System (MTS)
- Public Address System
- Emergency Radio Communications Systems
- GPS Wireless Clock System
- Electronic Safety & Security
- Access Control
- Intrusion Detection
- Fire Alarm and Smoke Detection Systems
- Video Surveillance System



Project Schedule:

The project is anticipated to begin in April 2026 and shall be Substantially Completed by July 2027.

Project Award:

The project scope of work includes the new **WEST COMMUNITY ELEMENTARY SCHOOL** as described in the Bid Documents. Subcontractors who have not yet prequalified with Moss must complete this process prior to the date of the sealed bid delivery. All bids will be reviewed for complete coverage of scope and conformance to bid documents. Subcontract award recommendations will be made to SDPBC for approval and contract award.



INSTRUCTIONS TO BIDDERS

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)

SDPBC PROJECT NO. 0222-8462

BID DATE: Monday, January 12th, 2026

- Physical Sealed Bids: 4:00 P.M.
- BuildingConnected Sealed Bids: 11:30 P.M.

BID LOCATION: MOSS AND ASSOCIATES – FT. LAUDERDALE OFFICE
First Floor Front Reception Desk
6363 NW 6th Way
Ft. Lauderdale, FL 33309

MOSS BID CONTACTS: Roby DeReuil, Senior Project Manager
(561) 801-5588
rdereuil@moss.com

Richard Smolich, Chief Estimator
(954) 769-8130
rsmolich@moss.com

SUBMISSION OF BIDS:

Bids which consist of the Bid Form Cover Sheet, Bid Form, Scope of Work, Alternates and Unit Prices must be submitted as a **SEALED BID** at the Bid Location and Bid Date indicated above. **Faxed and emailed bids will be considered non-responsive.** Bids **must** be submitted on the Bid Form provided in this package. A sealed bid includes placing your Bid Form, Cover Sheet, Scope of Work, Alternates and Unit Prices within a sealed envelope and providing the following information on the envelope:

1. Project Name
2. Company Name
3. Bid Package Number
4. "Sealed Bid Enclosed"

Alternatively, sealed bids may be submitted electronically through the BuildingConnected Sealed Bid platform. If submitting electronically, bidders must upload all required bid forms and supporting documents before the bid deadline. **Electronic bids must be submitted exclusively through the BuildingConnected sealed bid portal; emailed or faxed submissions will not be accepted.** All sealed electronic bids will remain locked and inaccessible until the designated opening time.

In addition to the forms listed above Subcontractors may also include scope sheets which provide additional information regarding their bids.



OPENING OF BIDS:

A bid opening will be conducted by Moss and Associates in the presence of a representative from The School District of Palm Beach County and Zyscovich Architecture.

CERTIFIED SBE (1st Tier & 2nd Tier) SUBCONTRACTORS/SUPPLIERS:

The School District of Palm Beach County and Moss & Associates encourage participation by certified SBE subcontractors. There is a 20% SBE participation goal for The School District of Palm Beach County Certified Small Business Subcontracting on this project. All SBE certified subcontractors with The School District of Palm Beach County will be required to provide a copy of the valid certification with their Bid Submission.

In addition to 1st tier SBE Certified Subcontractors the School District is also acknowledging SBE participation by 2nd tier subcontractors/suppliers. All subcontractors are encouraged to utilize 20% SBE certified 2nd tier subcontractors/suppliers. All subcontractors shall provide a list of 2nd tier subcontractors/suppliers along with a copy of their SBE Certification from the School District of Palm Beach County.

CONTRACT DOCUMENTS:

Plans and specifications are primarily available on Building Connected through direct invitations sent out by Moss personnel.

GUARANTEED MAXIMUM PRICE / SCOPE OF WORK:

The bidding subcontractor shall submit a Guaranteed Maximum Price for the subcontractor's specified scope of work for the full and complete amount for which the subcontractor agrees to go forward from receipt of a Subcontract Agreement to the full completion of the project. Subcontractors are responsible for becoming familiar with the complete set of contract documents including any addenda.

VALUE ENGINEERING:

All subcontractors are encouraged to present cost-reducing alternatives that do not materially affect the design intent. These alternatives, if any, shall be provided along with the SEALED BID.

OWNER DIRECT PURCHASE / STATE SALES TAX EXEMPTION:

At the Owner or Contractor's option, the Subcontractor shall allow the Owner to purchase major material items directly from the Subcontractor's suppliers for the purpose of saving the sales tax. Any such program shall be done solely for the purpose of saving the sales tax, and shall not release the Subcontractor of any responsibility relating to the purchase or installation of materials including shop drawings, delivery, warranties, etc. Your Base Bid must include all applicable sales tax.



BOND REQUIREMENTS:

All Bidders must provide the additional costs of a Payment and Performance Bond as an **ADD ALTERNATE** to your Bid if your Bid exceeds \$100,000.

RESPONSIBILITY OF BIDDERS:

All subcontractors are expected to take due diligence in reviewing the contract documents and the existing conditions to eliminate or foresee any potential conflicts, errors or omissions with the design. In the event conflicts, errors or omissions do exist, they must be brought to the attention of Moss and Associates before the established bid time. It is the bidders' responsibility to provide a complete and fully operational system for their specified scope of work and to coordinate their scope of work with the remainder of the project. Any bid submitted for this project establishes a Guaranteed Maximum Price for the scope of work specified in your Bid Package and must reflect potential conflicts within the design documents.

CONFLICTS:

In cases of conflicts in the contract documents, the most stringent condition shall govern.

SUBCONTRACTOR AGREEMENT:

A copy of Moss & Associates Standard Subcontract Agreement is available for review. This is a template of the Subcontract Agreement which will be executed between each successful Subcontractor and Moss & Associates.

VERIFICATION OF EMPLOYMENT ELIGIBILITY:

All subcontractors shall comply with Fla. Statue 448.095 regarding employment eligibility. Subcontractors shall register with and use the E-Verify system to verify the work authorization status of all employees. Subcontractors shall provide an affidavit stating that the subcontractor does not employ, contract with, or subcontract with any unauthorized alien.



BID FORM COVER SHEET

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)
SDPBC PROJECT NO. 0222-8462

The following documents must be checked and included as part of your response to the Bid Proposal Package. In addition to the REQUIRED forms listed below Subcontractors may also include scope sheets which provide additional information regarding their bids along with suggested Value Engineering items.

- ☐ **BID FORM COVER SHEET**
- ☐ **BID FORM**
- ☐ **SCOPE OF WORK**
- ☐ **ALTERNATES**
- ☐ **SCHOOL DISTRICT OF PALM BEACH COUNTY SBE CERTIFICATION (If Applicable)**
- ☐ **CURRENT COPY OF STATE AND/OR LOCAL LICENSES**



BID FORM

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)
SDPBC PROJECT NO. 0222-8462

Bidder: _____
Company Name Contact Name

Email Address Phone

Bid Package Number: BID PKG # 03 47 00 **Bid Package Description:** Tilt Up Precast Concrete

Having become familiar with conditions at **WEST COMMUNITY ELEMENTARY SCHOOL** and having carefully examined the documents and Instructions to Proposers, and the Contract Documents, including, but not limited to, the General Conditions, Supplementary Conditions, Special Conditions, Specifications, Details, Schedules, Addenda, Drawings, and this Bidders Information Package, the Undersigned proposes to furnish all materials, labor, equipment, and anything else required for the above scope of work. Moss & Associates Standard Subcontract Agreement will be executed between each successful Subcontractor and Moss & Associates. The subcontractor acknowledges that they have reviewed the contract documents and agree to the terms and conditions. Price includes escalation for the duration of project.

Base Proposal: **For a complete scope of work as identified in the Bid Package including Sales Tax.**

BASE BID

(PRICE IN WORDS) (FIGURES)

BOND COST (Add Alternate)

(PRICE IN WORDS) (FIGURES)

ADDENDUM # _____ Received ☐ ADDENDUM # _____ Received ☐

ADDENDUM # _____ Received ☐ ADDENDUM # _____ Received ☐

Signature **Date**



SCOPE OF WORK

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)

SDPBC PROJECT NO. 0222-8462

Bid Package Number: BID PKG #03 47 00 **Bid Package Description:** Tilt-Up Precast Concrete

Requirements include a Code Compliant Complete and Operational System for the Scope of Work Identified on the Contract Plans and Specifications, and Further Clarified Below

Include all material, labor and equipment required to complete the work according to the contract documents including the General Conditions, General Requirements and as further defined in this Bidders Information Package. This package includes only the information that is most pertinent to the Scope of Work included in this Bid Package.

Specific Inclusions to this Bid Package

Item Number	Description
1	All subcontractors that have a direct contract or purchase order with Moss and Associates that requires labor on site must maintain a Workmen's Compensation Policy in the subcontractor's name according to state standards and requirements. Policies from second tier subcontractors or labor leasing agencies are not acceptable.
2	All subcontractors' prices MUST be held for a period of sixty (60) days.
3	Moss and Associates reserve the right to reject any and all bids, waive informalities and irregularities in bidding and accept bids which are considered by Moss and Associates to be in the best interest of the project.
4	All subcontractors are required to provide daily jobsite cleanup associated with their scope of work. Subcontractors shall comply with all provisions of the project's Indoor Air Quality and Construction Waste Management Plans throughout the project. Dumpsters are to be provided by Moss and Associates.
5	The SDPBC has implemented an Owner Direct Purchase Program to purchase major materials and equipment directly from the subcontractor's supplier(s) for the purpose of saving the sales tax. Implementation of this program is for the sole purpose of saving the sales tax and shall not release the subcontractor of any responsibilities relating to the purchase or installation of materials and equipment including shop drawings, delivery and warranties.
6.	Refer to Exhibit-1 Scope Sheet.



ALTERNATES

WEST COMMUNITY ELEMENTARY SCHOOL (23-H)

SDPBC PROJECT NO. 0222-8462

COMPANY NAME: _____

- The bidder is made aware that the Alternate prices provided below are inclusive of labor, material, equipment, incidentals, trade contractor's markups and applicable sales taxes.

ALTERNATE (VE) ITEMS: The following items are not to be included in the base bid, but should budget permit, will be included in the project.

ALT-1:

\$ _____

ALT-2:

\$ _____



- The bidder acknowledges that the unit rates provided below are inclusive of labor, material, equipment, incidentals, trade contractor's markups and applicable sales taxes.

[illegible]