



**REQUEST FOR PROPOSAL (RFP)
Palmetto Bay Park – Skate Park
No. 2025-12-006**

The Village of Palmetto Bay is seeking proposals from a Design-Build Construction Team to provide all labor, materials, furniture, fixtures and equipment, and provisions necessary to produce final designs, construction documents and turn-key construction of a modern skate park for all types of uses including skateboards, in-line skates, BMW bikes or similar to be located at Palmetto Bay Park, 17535 SW 95th Avenue, Palmetto Bay, FL 33157. The services are to be provided with certain specific performance measures defined by this RFP. The Village will **receive sealed proposals no later than 11:00 a.m.** on or before **Friday, March 7th, 2025** (late submittals, email submittals, and facsimile submissions will not be accepted) **by the Village Clerk at the Village Hall Municipal Center located at 9705 East Hibiscus Street, Palmetto Bay, Florida 33157.** All proposals received will be publicly opened and read aloud on said date and time before the Procurement Specialist.

To be considered, all interested Parties must request copies of the documents and submit one (1) original, one (1) copy of the required information and documents, and a flash drive containing a copy of the entire original submission in one (1) sealed package titled **“Palmetto Bay Park – Skate Park RFP# 2025-12-006”**. **THE PACKAGE MUST BE CLEARLY LABELED TO THE ATTENTION OF THE VILLAGE CLERK, INCLUDING THE PACKAGE TITLE.** A proposal guaranty in the amount of five percent (5%) of the proposal must accompany each proposal in accordance with the Request for Proposal (RFP). The respondent shall bear all costs associated with the preparation and submission of the response to the solicitation.

A pre-submission meeting is scheduled for **Tuesday, February 18th, 2025, at 11:00 a.m.** at the Village Hall Municipal Center at 9705 E. Hibiscus Street, Palmetto Bay, FL 33157. The proposal documents may be obtained on or after **Tuesday, February 4th, 2025.** All documents can be obtained by visiting our website www.palmettobay-fl.gov and by clicking Bids & RFP's. If you cannot download the documents please contact Alessia Bencomo, Procurement Division, abencomo@palmettobay-fl.gov.

The Village reserves the right to reject any and all proposals or parts thereof, to terminate the process at any time, solicit the Project, waive any informalities, technicalities or irregularities, to disregard all non-conforming, conditional or counter-proposals, to award in whole or in part to one or more respondents, or take any other such actions that may be deemed in the best interest of the Village. Any late withdrawal from a Proposer that was granted award but declined, the Village has the right to enter negotiations with the second highest scored Proposer.