



# CITY OF Neptune Beach FLORIDA

Request for Bids:  
**CONB BID NO. 2023-02**  
**City of Neptune Beach City Hall Roof Replacement**

The City of Neptune Beach is soliciting for bids to replace the City Hall's roof at 116 1<sup>st</sup> St., Neptune Beach, Florida 32266. While small and intimate in size, the roof will be purposefully designed to follow the character of historic Neptune Beach by placing a remarkably high value on materials and artisanship. This focus on high-quality materials will allow City Hall to endure as a cornerstone of the community for years to come.

**NON-MANDATORY PRE-BID CONFERENCE**  
**June 22, 2023, at 10:00 A.M.**  
**116 1<sup>st</sup> St., Neptune Beach, FL 32266**

Sealed Bids will be received until 2:00 p.m., on July 14<sup>th</sup>, 2023, at Neptune Beach City Hall, 116 1st St., Neptune Beach, Florida 32266. No facsimile or email Bid will be accepted. Any Bid submitted after the time and date for receipt of the Bid will be returned unopened. Bids will be opened, read aloud, and recorded promptly at 2:30 p.m. inside City Hall. The sealed Bid shall be mailed or delivered in person to:

**Mailing and Physical Address**  
**City of Neptune Beach**  
**City Clerk's Office**  
**Attn: Catherine Ponson**  
**116 1st St., Neptune Beach, FL 32266**

Request for Bid documents or site visits may be obtained from: City of Neptune Beach City Hall, 116 1st St., Neptune Beach, FL 32266, or by contacting Jason Lupson, City of Neptune Beach Project Manager, at [pwbids@nbfl.us](mailto:pwbids@nbfl.us). Vendors registered with DemandStar.com, Inc. can download the CONB BID NO. 2023-02 at no cost from their website – [www.demandstar.com](http://www.demandstar.com).

The City of Neptune Beach reserves the right, understood and agreed to by all respondents, to waive any informality in or to reject any or all bids if deemed in its best interest. The City also reserves the right to award a contract on such material(s) as it deems best serves its interests.

The City of Neptune Beach is committed to the opportunity for diversity in the performance of all City of Neptune Beach projects. All respondents are encouraged to make reasonable faith efforts to ensure that women- and minority-owned businesses are given the opportunity for maximum participation in the supply and construction of the Bid components.

**CITY OF NEPTUNE BEACH**  
**DEPARTMENT OF PUBLIC WORKS**  
**JASON LUPSON, PROJECT MANAGER**

*Per the Americans with Disabilities Act, persons needing a unique accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven (7) days before the proceeding at the address given on the information. Telephone: Jason Lupson (904)270-0069.*