CITY OF UMATILLA

ITB No. 2025-AP-002

CONSTRUCTION OF AIRCRAFT PARKING APRON EXPANSION

INVITATION TO BID

TIMETABLE

Date of Distribution:	**Thursday, March 20th, 2025**
Non-Mandatory Pre-Bid Conference:	**Wednesday, April 2nd, 2025 @ 10:00 AM**
Last Date of Inquiries:	**Thursday, April 10th, 2025 @ 5:00 PM**
Bids Due/Bid Opening:	**Thursday, April 24th, 2025 @ 2:00 PM**
Recommendation of Bid Award:	**Tuesday, May 13th, 2025, City Council meeting 6:00 PM**

Scope of Work: This project shall consist of the construction of an asphalt aircraft parking apron expansion, new aircraft tie-down installation, new apron site lighting, associated airfield electrical and landside utility coordination, and construction of a new dry retention area. Also included in this project is clearing and grubbing, site grading and drainage, airfield pavement striping, airport security fence, and site restoration.

Non-Mandatory Pre-Bid Conference: A non-mandatory pre-bid conference will be held on **Wednesday, April 2nd, 2025 @ 10:00 AM** at the Umatilla Municipal Airport, 1 Umatilla Airport Way, Umatilla, FL 32784.

Receipt of Bids: Sealed proposals for the construction of the Aircraft Parking Apron Expansion project must be received by the City of Umatilla, Florida, P.O. Box 2286, Umatilla, FL 32784, or by express or hand delivery to 1 S. Central Ave., Umatilla, FL 32784 no later than **2:00 PM on Thursday, April 24th, 2025.** Bids will be publicly opened and read aloud.

Information Regarding Bidding Material, Etc.: Complete Contract Documents and Contract Drawings may be obtained on **Thursday, March 20th, 2025** through VendorLink www.myvendorlink.com or by contacting Sue Finney of AVCON, INC. at sfinney@avconinc.com. A link to download electronic (.pdf) project files will be provided.

Every request for additional information concerning this project must be made in writing, through the VendorLink portal or via email, addressed to Sue Finney of AVCON, INC. at sfinney@avconinc.com and must be received no later than **Thursday, April 10th, 2025 @ 5:00 PM**. Any supplemental instructions will be in the form of written addenda. All addenda so issued shall become part of the Contract and must be acknowledged by Bidder.

Each proposal must be accompanied by a bid bond, in the amount of five percent (5%) of the total proposal price for the contract in the form and subject to the conditions provided in the Preparation of Proposal.

The City reserves the right to waive any informality in the submitted proposals, reject any and all bids, and/or accept the bid that in its best judgement will be in the best interest of the City. The bid award will be considered by the Umatilla City Council at their meeting on **Tuesday, May 13th, 2025 @6:00 PM**, unless otherwise communicated.

The City of Umatilla is an equal opportunity provider and employer.

END OF INVITATION TO BID