



SECTION 00 11 13 – ADVERTISEMENT OF INVITATION TO BID
PC26-007 CDBG-DR HOMETOWN REVITALIZATION PROGRAM –
AARON RICH MARKETING
CITY OF PANAMA CITY, FLORIDA

Sealed Bids for CDBG-DR HOMETOWN REVITALIZATION PROGRAM – AARON RICH MARKETING will be received electronically via Bonfire by the City of Panama City until **2:00 PM CT, on Wednesday, February 18, 2026**. Sealed bids will immediately be taken to **Room 010 of City Hall, 501 Harrison Avenue, Panama City, FL 32401** and opened publicly.

You may submit bids electronically through the City's Bonfire Portal at <https://panamacity.bonfirehub.com/portal/?tab=openOpportunities>. If you have questions or need assistance with alternative methods of submission, please contact Amy Dodge at purchasing@panamacity.gov.

The voluntary pre-bid meeting is scheduled for 03:00 PM CT, January 28, 2026, in Room 010 of City Hall, 501 Harrison Avenue, Panama City, FL 32401.

The project consists of generally constructing and improving the façade of the building as more accurately described in the architectural plans in the bid specifications. The Instructions to Bidders, Bid, Contract Agreement, Drawings, Specifications and forms of Bid Bond, Performance Bond, Payment Bond, Addenda and other Contract Documents may be obtained by emailing purchasing@panamacity.gov. Partial sets of Bidding Documents will not be available directly from the Issuing Office. Neither Owner nor Architect will be responsible for full or partial sets of Bidding Documents including Addenda, if any, obtained from sources other than the Issuing Office.

Each Bid must be accompanied by a Bid Bond, prepared on the form of Bid Bond attached to the Contract Documents or a Surety Company's Standard Bid Bond, duly executed by the Bidder as principal and having as surety thereon a surety company licensed to do business in the State of Florida and listed as a certified company in the latest issue of U.S. Treasury Circular 570, in the amount of five percent (5%) of the Bid amount, or \$10,000, whichever is more. No bid may be withdrawn within 60 calendar days after the scheduled time for receipt of bids.

All bidders must be licensed and shall comply with all licensing requirements of the State of Florida. All bidders must comply with all applicable State and Local laws concerning licensing, registration, and regulation of contractors doing business in the State of Florida. Further, contractors shall obtain all such occupational licenses and permits as shall be prescribed by law.

The person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid for a contract to provide any goods or services to a public entity, may not submit a bid for a contract to a public entity for the construction or repair of a public building or public work, may not submit bids for leases of real property to a public entity, may not be awarded a contract or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with

any public entity in excess of the threshold amount provided in Section 287.017, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

Contractor must ensure employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin. The Owner or the City of Panama City will in no way be liable for any cost incurred by any bidder in the preparation of its Bid in response to this invitation to Bid.

The successful Bidder for this Contract will be required to furnish a satisfactory Performance Bond and Payment Bond each in the amount of one-hundred percent (100%) of the Bid.

The City of Panama City reserves the right to accept any Bids deemed to be in the best interest of the City, to waive any minor irregularities, scrivener's errors, minor omissions, minor deviations, and/or technicalities in any Bids, or to reject any or all Bids and re-advertise for new Bids, in accordance with the applicable sections of the Florida Statutes, the City Charter and City code, and this Invitation to Bid (ITB). The responsibility for submitting a Bid before the stated time and date is solely and strictly that of the Responsive Bidder. The City is not responsible for any delayed, late, lost, misdelivered, or non-delivered Bids, no matter the cause. The City shall not be liable for any cost incurred by the bidder in connection with its response to this ITB. The City reserves the right to reject any and all bids, to waive any informality in any bid, to solicit and re-advertise for new Bid submittals or to abandon the project in its entirety.

Instructions to Bidders.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

To ensure compliance with federal regulations governing the use of Community Development Block Grant-Disaster Recovery (CDBG-DR) funds, any entity (including individuals, firms, and other organizations) submitting a bid under this solicitation must be registered in the U.S. Government's System for Award Management (SAM).

Federal regulations prohibit CDBG-DR funds from being provided to entities or individuals that are suspended, debarred, or otherwise excluded or ineligible for participation in federal assistance programs. For information on the SAM registration process, visit the SAM.gov website.

Contractor and Subcontractors shall be registered with and use the E-Verify system to verify work authorization status of all newly hired employees. A contractor or subcontractor shall provide documentation that they are registered on The Department of Homeland Security's E-Verify System that can be found at <https://www.e-verify.gov/>.

City of Panama City, Florida
Purchasing Division

Advertisement starts 01/19/2026 and runs for 30 calendar days.

END OF SECTION 00 11 13