



CITY OF COCONUT CREEK

**FINANCE AND ADMINISTRATIVE SERVICES
KAREN M. BROOKS, DIRECTOR**

4800 WEST COPANS ROAD
COCONUT CREEK, FLORIDA 33063

April 3, 2011

Legal Notice / Request for Letters of Interest

The City of Coconut Creek will receive sealed Letters of Interest (L.O.I.) from all interested parties for:

L.O.I. No.: 05-04-11-10
L.O.I. Name: General Contractors for Home Repair Projects
Due Date / Time: Wednesday, May 4, 2011 at 10:00 a.m. EST

It is the City's intent to create a pool of a maximum of fifteen (15) experienced general contractors to complete various types of repairs to residential homes. The types of services to be rendered include correcting municipal code violations, abating any health and safety problems, providing safe electrical and mechanical systems, stopping weather penetration to make the home more energy efficient, and improving the general condition of the home structure.

A complete L.O.I. document may be obtained from the Purchasing Division at the Coconut Creek Government Center, City Hall, 4800 West Copans Road, Coconut Creek, Florida 33063 or downloaded as a .pdf at www.coconutcreek.net/purchasing. Proposals will be accepted only from registered Proposers that have downloaded a complete L.O.I. document from the Purchasing webpage, or obtained a complete L.O.I. document from the Purchasing office, and have attended the mandatory pre-proposal conference. Any inquiries concerning the L.O.I. should be addressed to David Santucci, Buyer, 954-973-6730.

Sealed L.O.I.'s shall be received and time stamped by the Office of the City Clerk, Coconut Creek Government Center, City Hall, 4800 West Copans Road, Coconut Creek, Florida 33063 on or before 10:00 a.m. EST, on Wednesday, May 4, 2011, at which time and place the L.O.I.'s will be publicly opened.

A Cone of Silence is in effect with respect to this L.O.I. The Cone of Silence prohibits certain communications between potential Respondents and/or Vendors and the City.

A **mandatory** pre-proposal conference will be held on Wednesday, April 20, 2011 at 10:00 a.m., EST at the Coconut Creek Government Center, City Hall, 4800 West Copans Road, Coconut Creek, Florida 33063 with the City of Coconut Creek and Community Redevelopment Associates of Florida, Inc. Proposers or their representative(s) must attend in order to be considered responsive to this Request for Letters of Interest.

The responsibility for submitting a proposal to the Office of the City Clerk on or before the stated date and time is solely and strictly the responsibility of the Proposer. The City of Coconut Creek is not responsible for delays caused by any mail, package or courier service, including the U.S. Mail, or caused by any other occurrence. Any proposal received after the time and date specified will be returned to the Proposer unopened.

The City of Coconut Creek complies with Section 3 of the Housing and Urban Development Act of 1968, offers an equal opportunity without regard to race, color, sex, religion and/or national origin, and encourages the participation of small, minority and women owned businesses.

Please be advised that City Hall is closed on Fridays and on holidays observed by the City. City Hall hours of operation are 7:00 a.m. to 6:00 p.m., Monday through Thursday.

Karen M. Brooks, Director
Finance and Administrative Services

Publish Dates: Sunday, April 3, 2011
Sunday, April 10, 2011

L.O.I.