

NOTICE OF INVITATION FOR CONSTRUCTION QUOTE (CQ)

Polk County, a political subdivision of the State of Florida, is soliciting quotes for the following: **CQ 26-279, Property Appraiser – Building Modifications**. Bid packages may be obtained from the Procurement Division, 330 West Church Street, Room 150, Bartow, Florida, 33830, (863) 534-6757 or downloaded from our website at <https://www.polkfl.gov/business/procurement/>. Respondents must submit one (1) original copy of the bid submittal prior to 2:00 p.m. on the bid receiving date. Quotes must be submitted in a “sealed” parcel or electronically through Polk County’s secure website, Kiteworks. Bids will be publicly opened at 2:00 p.m. on receiving date.

Scope of Work: Provide all labor, materials, permitting and supervision required to complete the remodeling and renovation of the front entrance and lobby, as well as office upgrades for the Property Appraiser building located at 255 North Wilson Avenue, Bartow, FL, 33831. A Public Construction Bond is not required. The construction cost estimate for the project is \$120,000.00.

Qualification Requirements: Contractor must hold a valid State of Florida General Contractor (GC) or Certified Building Contractor (CBC) License. Liquidated Damages will be assessed at \$100 per day. The contract time for this project is a total of 45 calendar days from Notice to Proceed to reach final completion.

RECEIVING DATE: WEDNESDAY, JULY 15, 2026, PRIOR TO 2:00 P.M.

A MANDATORY pre-quote meeting and site visit is scheduled for 9:30 a.m., Tuesday, June 23, 2026, at the Property Appraiser building, 255 North Wilson Avenue, Bartow, FL, 33831. An authorized representative or agent of the Bidder must be present at this meeting, as evidenced by their signature on the meeting’s sign-in sheet, or the Bidder’s Submittal will be considered non-responsive.

To obtain a copy of the plans and drawings please go the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is *procurevendor* and the password is *solicitation*. After you have logged in to the FTP site, double click on the file folder “**Bid CQ-279, Quote Attachments.zip**”, select “Open” or “Save As” to download the drawings, and technical specifications. If you need assistance accessing this website due to ADA or any other reason, please email Jason Flucker-Williams at jasonfluckerwilliams@polkfl.gov.

BID OPENING: Bidders may attend the Bid Opening via conference call by dialing (646) 931-3860 and enter Meeting ID: 865 0498 1831. Vendors that want to attend in person may do so. A listing of all bidders will be posted to Procurement’s website as soon as possible after bid opening.

QUESTIONS: Questions regarding this quote should be in writing and should reference the above quotation number. Submit all questions to Jason Flucker-Williams, Procurement Analyst, via email at jasonfluckerwilliams@polkfl.gov by 2:00 p.m. Friday, June 26, 2026

STATEMENT OF NO BID**Bid # 26-279**

If submitting a "NO BID", Bidder shall return this form to the Polk County Board of County Commissioners Procurement Division, 330 West Church Street, Room 150, Bartow, Florida 33830; email to procurement@polkfl.gov.

We have declined to bid on the above-mentioned bid/RFP for the following reasons (Please Circle all that apply):

Specifications too "restrictive."

Insufficient time to respond to invitation for bid

Do not offer this product/service

Our schedule would not permit us to perform

Unable to meet specifications

Unable to meet bond/insurance requirements

Specifications unclear

Other (please specify): _____

Company Name: _____

Contact Name: _____

Telephone Number: _____

Email Address: _____

Date: _____