



## Request for Submittals

The Town of Golden Beach Wellness Center

Project: 2023-001

Due Date: November 28, 2023

Company Name: \_\_\_\_\_

### Project Overview:

The town is seeking to collaborate with design professionals to create and submit a schematic design for the proposed Wellness Center.

### Scope of Work:

Design a new wellness Center for the Town of Golden Beach. The ground floor of the new building shall be at an elevation of +9.0 NAVD. Site grading will be established working alongside the town civil engineers. The new building, at a minimum must include a fitness center and various areas for community engagement. These spaces include multiple levels of interest for different age groups, a group training studio for aerobics, yoga and meditation. The goal for the Wellness Center is to serve as gateway to overall wellbeing and quality of life. In the post-COVID era, we have discovered the importance of social engagement and how it affects mental and physical health. The building shall be Class A construction with high end finishes. Special attention should be made to the orientation of the building on the site alongside the park amenities and existing conditions. Within the buildable area, there must be an accommodation for the future site of a 6,000 square foot youth playground.

### Program:

- Fully equipped Gym with free weights & assist machines
- Group training/yoga room
- Accessible Restrooms/Family Restrooms
- 1,500 Sq. Ft. Outdoor Covered Pavilion
- Kids indoor play space
- Community gathering space & associated amenities

### Current Conditions:

The project site is located adjacent to an existing 'annex' building and recreational amenities (exhibit A). Refer to the site survey (exhibit B) for coordination with existing utilities, i.e. sewer force main.

### Evaluation Criteria:

A selection will be made of a responsible proposer whose proposal is determined to be the most advantageous to the Town, taking into consideration the following evaluation factors: references; experience of the proposers business as it relates to Architectural and Engineering services, cost and design.

Submissions must include a proposed site plan, preliminary floor plans, and a 3D sketch or rendering. The package must include a bid proposal for the architectural and engineering construction. The design must be for a facility that can be constructed for an estimated budget of \$4.5 to \$5.5 million. Designs proposed that will exceed the construction budget will be rejected. Inclusive of design & construction document production fees (Architectural, Mechanical, Electrical, Plumbing, Structure), building construction cost; all fixtures, furniture, and equipment for a Class A building.

### Submission Requirements:

Sealed proposals will be received by the Town of Golden Beach, Florida at Town of Golden Beach Town Hall until November 28, 2023 at 4:00 p.m. **Two (2)** copies of the proposal shall be submitted. Proposal should be made on the bid proposal form provided herein. Proposals submitted on any other format shall be disqualified. Proposals shall be sealed and plainly marked on the outside of the envelope Project # 2023-001 Wellness Center. Proposals received after the specified time will not be considered and will be returned unopened. Mail or deliver proposals to the following address:

**Town of Golden Beach Attn: Town Clerk**

**One Golden Beach Drive, Golden Beach, Florida 33160**

**Direct Questions to: [LRovira@goldenbeach.us](mailto:LRovira@goldenbeach.us) or call (305) 932-0744 ext. 242**

**Q&A Scheduled for November 8, 2023 @ 11:00am at the town council chambers, or via zoom <https://us02web.zoom.us/j/82835781426?pwd=TWM2ZE93TXpHcXVJQUtET2lkODJmQT09>**

Meeting ID: 828 3578 1426

Passcode: 338571

**Town of Golden Beach**  
**One Golden Beach Drive**  
**Golden Beach, Fl 33160**  
**Phone 305-932-0744**  
**Fax 305-933-3825**  
[www.Goldenbeach.us](http://www.Goldenbeach.us)

**PROPOSAL BID FORM Project # 2023-001, Wellness Center**

Therefore, the undersigned, Hereinafter called the proposer, hereby certifies that he/she has familiarized himself/herself with the extent of the work, and having examined carefully the specifications herein, propose to furnish all the labor, materials and services, without exception, for the construction of the wellness center.

Proposed cost, in figures and in words. \$ \_\_\_\_\_ per Square Foot

In Figures

\$ \_\_\_\_\_

In Words

Time for completion, after Notice to Proceed \_\_\_\_\_ days

\_\_\_\_\_  
Company Name (please print) Authorized Signature

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**COMPANY INFORMATION Project # 2023-001, Wellness Center**

**IMPORTANT:** This form must be returned with the Bid Proposal Form. **(Please Print or Type)**

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Type of Organization: \_\_\_\_\_

Federal ID or SS #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

No. of Years in Business: \_\_\_\_\_

No. of Employees: \_\_\_\_\_

No. of Employees to be assigned or available for this contract: \_\_\_\_\_

No. of Clients your company is currently servicing: \_\_\_\_\_

Number of year's experience (combined) of employees to be assigned or available for this contract: \_\_\_\_\_

\_\_\_\_\_

Company Name (please print) Authorized Signature

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**LIST OF REFERENCES/EXPERIENCE Project # 2023-001, Wellness Center**

**IMPORTANT:** This form must be returned with the bid proposal form.  
The proposer shall complete the following listing references for similar services.

1. Name of the Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Date of Completion: \_\_\_\_\_
2. Name of the Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Date of Completion: \_\_\_\_\_
3. Name of the Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Date of Completion: \_\_\_\_\_

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Company Name (please print) Authorized Signature

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**PROPOSERS CERTIFICATION, Project # 2023-001 Wellness Center**

I have carefully examined the Request for Proposal, Instructions for Bidders, Terms and Conditions, proposal forms and all other documents accompanying or made a part of this Request for Proposal. I hereby propose to furnish the commodity or services specified in the Request for Proposal at the prices or rates quoted in my proposal. I agree that my proposal will remain firm for a period of forty-five (45) days in order to allow the Town adequate time to evaluate the proposals. I certify that all information contained in this Request for Proposal is truthful to the best of my knowledge and believe I further certify I am duly authorized to submit this proposal on behalf of the vendor/Consultant as its act and deed and that the vendor/Consultant is ready, willing and able to perform if awarded this RFP. I further certify, under oath, that this bid/proposal is made without prior understanding, agreement, connection, discussion or collusion with any other person, firm or corporation submitting a bid/proposal for the same commodity or service; no officer, employee or agent of the Town of Golden Beach or of any other bidder/proposer interested in said bid/proposal; and that the undersigned executed this bidders/proposers certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

\_\_\_\_\_  
Name of Business Sworn to and subscribed before me

By: this day of \_\_\_\_\_, 2023.

Signature

\_\_\_\_\_  
Name & Title, Typed or Printed Signature of Notary

Notary Public, State of \_\_\_\_\_

Mailing Address

\_\_\_\_\_  
State, Zip Code -or-

Personally Known \_\_\_\_\_ City,

Produced Identification \_\_\_\_\_

\_\_\_\_\_  
Telephone Number

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**DRUG FREE WORKPLACE CERTIFICATION Project # 2023-001, Wellness Center**

In order to have a drug-free workplace, a business shall:

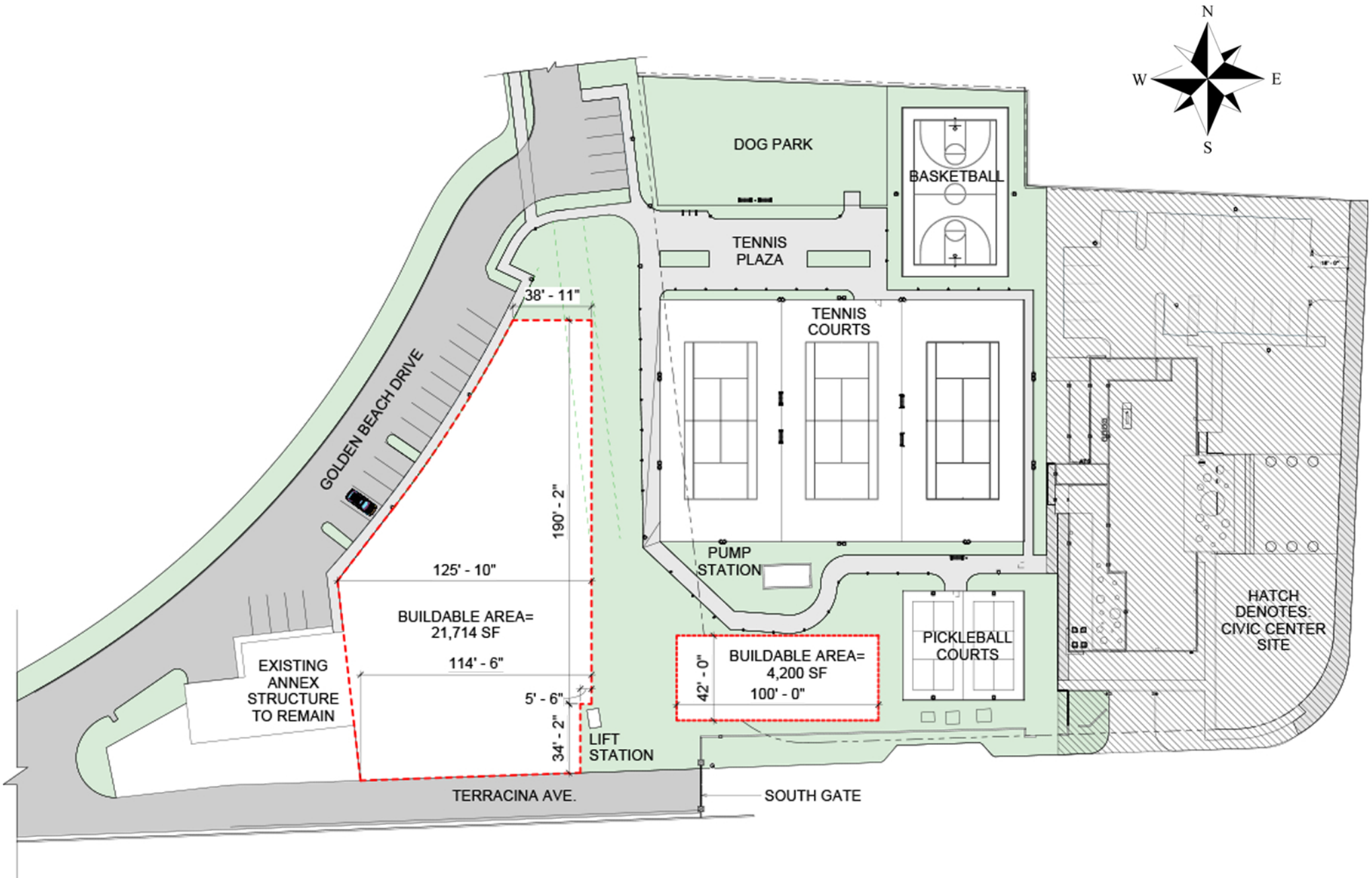
1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid/proposal a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid/proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section. As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

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Company Name (please print) Authorized Signature

# EXHIBIT A PROPOSED BUILDABLE AREA

# Town of Golden Beach Wellness Center





# EXHIBIT B EXISTING SITE PLAN

# Town of Golden Beach Civic Center Complex

- Existing Annex structure to remain
- Re-imagined Tweddle Park under construction - Q2 / 2024
- Civic Center Building completion - Q4 / 2023

