**TOWN OF LAKE PARK**

**COMMUNITY REDEVELOPMENT AGENCY (CRA)**

**REQUEST FOR PROPOSAL (RFP) 118-2023**

**DESIGN AND INSTALLATION OF SOUND SYSTEM FOR**

**THE DOWNTOWN DISTRICT**

**PURPOSE**

The Town of Lake Park Community Redevelopment Agency (CRA) is seeking a vendor to provide design, equipment, software, installation, maintenance, and onsite training of an Outdoor Wireless Sound System within the CRA Downtown District.

**Project Location:** Park Avenue’s 700, 800, and 900 blocks.

* **Requested Project Complete-by Date:** November 22, 2023, subject to materials, equipment, and contractor availability.

Request for Proposal documents is available beginning **Monday, September 4, 2023, at 10:00 AM EDT** at [www.demandstar.com](http://www.demandstar.com).

Proposal Responses for this project shall be submitted and received digitally at [www.demandstar.com](http://www.demandstar.com) before 2:00 P.M. Local Time, on **Thursday, October 5, 2023**.

A **Non-Mandatory** Pre-Proposal conference will be held at Town Hall Mirror Ballroom, 535 Park Avenue, Lake Park, FL 33403 on **Friday, September 15, 2023, at 2:30 P.M.** This conference will provide a brief description of the project and the project scope and answer questions regarding the project and the RFP to facilitate a responsive and responsible response. Immediately following the pre-proposal conference, interested firms will have an opportunity to inspect the project site and familiarize themselves with the requirements in order to ensure all items affecting project costs are reviewed and considered.

Bidders who do not attend are **highly** encouraged to visit the project site prior to responding to this RFP to ensure all project costs are included in the proposal. Please contact Public Works at (561) 881-3345 or [publicworks@lakeparkflorida.gov](mailto:publicworks@lakeparkflorida.gov) to schedule a project site visit with staff.

All bidders are advised to closely examine the Solicitation package and to become familiar with the scope of services in this solicitation. Any questions for clarification or regarding the completeness or substance of the solicitation package or specifications must be submitted digitally to [townclerk@lakeparkflorida.gov](mailto:townclerk@lakeparkflorida.gov) by **September 25, 2023, at 2:00 PM EDT**.

The Town of Lake Park reserves the right to accept or reject any or all Proposals, in whole or in part, with or without cause, to waive any irregularities and/or technicalities, and to award the equipment purchase on such coverage and terms it deems will best serve the interests of the Town. All proposed prices shall be guaranteed firm for a minimum of 90 calendar days after submission of the Proposal.

The Town of Lake Park is exempt from Federal and State Taxes for tangible personal property taxes.

All bidders are advised that the Town has not authorized the use of the Town seal by individuals or entities responding to Town invitations to bids or requests for proposals and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

All bidders are further advised that the Town will not supply or sell materials to bidders in connection with the submission or preparation of proposals, or any other matter, including but not limited to envelopes, labels, or tape.

Bidders/proposers shall demonstrate successful performance of projects of a similar magnitude, scope, value, and trade as this project.

The Town Commission of the Town of Lake Park reserves the right to reject any and all proposals, to waive any informality in a proposal, and to make awards in the best interests of the Town.

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TOWN OF LAKE PARK, FLORIDA

Vivian Mendez, Town Clerk

Lake Park Town Hall

535 Park Avenue

Lake Park, Florida 33403

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