



The School Board of Broward County, Florida
Procurement & Logistic Operations Department
7720 W. Oakland Park Blvd., Suite 323
Sunrise, Florida 33351

(754) 321-0505

Document 00510: Notice of Award

Date:

To:

Company Name
& Address:

Pick Up:

Please be informed that by action of The School Board of Broward County, Florida, at its meeting on _____ a contract has been awarded to you for the project named below in the amount of _____.

Bid No.:

Project No.:

Location No.:

Project Title:

Facility Name:

Project Duration: _____ calendar days (NTP to Substantial Completion)

Pursuant to Document 00200, Instructions to Bidders, your firm must submit the required performance and payment bonds, certificates of insurance, and other post-award information listed below **in quadruplicate** within 10 calendar days from the date of your receipt (as established by delivery receipts or registered mail) of this Notice of Award.

A Pre - NTP Meeting is scheduled for:

Date: **(Select Date of the Meeting or TBD)**

Time: **(Enter Meeting Time or TBD)**

Place: **(Enter Meeting Location or TBD)**

The following documents are required in the bidding documents and must be executed and submitted in order to process you're the NTP:

Number	Document Title
00425	Certificate of Intent
00433	Subcontractor List
00450	Request for Taxpayer Identification Number and Certification
00455	Background Screening of Contractual Personnel
00470	M/WBE Letter of Intent
00475	M/WBE Subcontractors Participating
00480	Unavailability Certificate (If necessary)
00600	Performance Bond
00610	Payment Bond
00620	Subcontractor Performance Bonds
00625	Subcontractor Payment Bonds
00700	Estimated Progress Payment schedule and Dollar/Time Graph (Article 9)
00700	Insurance Certificates indicating compliance with all

- coverage requirements including but not limited to General Liability, Auto Liability, Worker Compensation, Products/Completed Operations Liability, Professional Liability (If required), Builders Risk, and including listing The School Board of Broward County, Florida as additional insured.
- 00700 Article 26 – Workforce Composition Documentation
Copies of Contractor and Subcontractor Licenses
- 01320 Initial Construction Schedule, including phasing and durations according to the contract requirements. Shortened completion times or out of sequence schedules are unacceptable
- 01330 Submittal Schedule

Performance Bond Form and Payment Bond Form provided to you on _____ are to be executed by your surety **in quadruplicate**. Please ensure that the corporate name appearing on each of the Performance Bond, Payment Bond, and the Certificates of Insurance are precisely the same as that appearing on your corporate seal. Additionally, the dates appearing on the Performance Bond and the Payment Bond (and the Power of Attorney documents attached to these bonds) must be the date of the meeting that The School Board of Broward County, Florida approved the Award of Contract as indicated above.

The required insurance coverage and subcontractor bonds are included in Document 00700. These documents must be submitted as indicated below.

Other post-award submittals as listed above and otherwise required by **Article 11 of Document 00200, Instructions to Bidders**, should be delivered to the Procurement & Logistic Operations Department not later than 10 days from the date of your receipt of this Notice. The Owner will not issue a Notice to Proceed (NTP) or conduct the Preconstruction Conference until it has received, reviewed and approved (where specified) all post-award submittals. No extensions of contract time or sum shall accrue to the Contractor for any such failure of the Contractor to submit said post-award submittals. Any work performed prior to the receipt of a fully executed Notice to Proceed is performed at the contractor's risk.

The project site will be made available to you, and your contract will commence after the formal contract signing, signature of the Contract by the Chairperson and Secretary of The School Board of Broward County, Florida and your receipt of Document 00550, Notice to Proceed.

Submit the required documents to:

_____, Purchasing Agent ____
Procurement & Logistic Operations Department
7720 W. Oakland Park Blvd., Suite 323
Sunrise, FL 33351

If you have any questions concerning the attached documents or other matters related to the execution of the contract, please contact _____ at (754) 321-0505. We are looking forward to working with your Firm towards a successful and rewarding project.

Sincerely,

Copies:

- ☐ , Principal
- ☐ Sam R. Bays, Task Assigned, Executive Director, Capital Programs
- ☐ Shelley Meloni, Pre-Construction
- ☐ Philp Kaufold, Director, Construction
- ☐ , Project Manager
- ☐ Perla M. Tarrau-Ayala, Task Assigned, Chief Building Official
- ☐ Omar Shim, Capital Payments, Director
- ☐ Project File (With Original Attachments)
- ☐ , Project Consultant (With Copy of Attachments)