



April 11, 2025

**RE: Bid No. 2025-020 – FPRA Properties Lawn Mowing and Maintenance
Notice of Non-Responsive Submission**

To whom this may concern:

Thank you for your interest in doing business with the City of Fort Pierce and for your submission for **Bid No. 2025-020**. We appreciate the time and effort you invested in responding to this opportunity.

Upon the Purchasing Division's initial review of the bid submissions, it was determined that the proof of insurance requirement, as outlined in **Item No. 10 of Section III, Instructions to Bidders**, was not followed in its entirety.

On **March 21, 2025**, the City sent out letters to all vendors requesting additional information in order to provide an opportunity for firms to meet the requirements mentioned above. After a thorough review of the information provided, your firm was marked as "non-responsive" due to one or both of the following reasons:

- Your firm's insurance coverage did not meet the minimum coverage(s) outlined in Section II of the Bid Document, **and** your insurance agent/broker did not specify your firm's intent to obtain **all** required insurance coverages for this project should you be awarded the bid.
- You provided a waiver or exemption from the Worker's Compensation Law. Worker's compensation is an insurance requirement of this bid.

Due to the factors detailed above, your submission did not fulfill the requirements set forth in the bid document and therefore were deemed non-responsive. This decision is made in accordance with **Section 2-439(a)(7)** of the City of Fort Pierce's Code of Ordinances and the General Conditions of the bid document which permits the City to reject, accept, or cancel any or all bids for good cause when such action is determined to be in the best interest of the City.

We encourage you to carefully review all bid requirements in future submissions to ensure full compliance. If you have any questions regarding this matter, please contact the Purchasing Division at (772) 467-3102. Thank you for your interest in doing business with the City of Fort Pierce. We look forward to seeing you participate in future bidding opportunities.

Sincerely,

Gelencia Carter

Gelencia Carter, MPA
Purchasing Manager

GC/mw

cc: Sara Delgado, Redevelopment Specialist
Shyanne Harnage, CRA Administrator