

**SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**  
**REQUEST FOR QUALIFICATIONS #2209**  
**PREQUALIFICATION OF CONTRACTORS FOR THE**  
**EDWARD MEDARD RESERVOIR TOE DRAIN IMPROVEMENTS PROJECT**

The Southwest Florida Water Management District (District) requests that interested parties respond to the solicitation below by 2:00 p.m., Tuesday, December 7, 2021. Further information is available from the District's website at: <http://www.watermatters.org/procurement> and [www.demandstar.com](http://www.demandstar.com). Request for Qualification (RFQ) packages may be obtained from DemandStar [www.demandstar.com](http://www.demandstar.com) or the District by contacting Ari Horowitz, Procurement Specialist at (352) 796-7211, Ext. 4132 or by emailing to [procurement@watermatters.org](mailto:procurement@watermatters.org).

**Request for Qualifications #2209 (RFQ)**  
**Prequalification of Contractors for the**  
**Edward Medard Reservoir Toe Drain Improvements Project**

The District requires a qualified contractor to construct improvements for the Edward Medard Reservoir (Project). The Edward Medard Reservoir (Reservoir) is in east-central Hillsborough County, Florida, 15 miles east of Tampa. The Reservoir lies south of State Highway 60 in portions of Sections 25, and 36 of Township 29 South, Range 21 East and Section 30, Township 29 South, Range 22 East, and is bordered on the west by Turkey Creek Road. The Project work (Work) is presently anticipated to involve three phases of construction, including construction of vertical pressure relief wells connected to a new embankment toe drain system on the north side of the principal spillway discharge channel, a similar pressure relief well and toe drain system on the south side of the principal spillway discharge channel, and a filter blanket at the bottom of the existing West Surface Water Drainage Ditch., as more particularly shown on **Figure 1** More information about the Project as presently anticipated is provided on the DRAFT construction drawings and Site Information for Bidders Report in **Appendix A and Appendix B respectively**.

**Responding to this RFQ does not bind a respondent to perform the Project. A second competitive bid process of all qualified respondents is intended to follow this prequalification process. That second competitive bid process is intended to bind any awarded Respondent to perform the Project, as more specifically stated therein.**

The District expects to issue a Request for Bid (RFB) to those prequalified as a result of this RFQ on or about December 22, 2021. The District further expects to make an award in response to any such RFB on or about February 2022.

This RFQ package includes DRAFT construction drawings and Site Information for Bidders Report to provide potential Respondents with an overview of the Project's anticipated technical requirements (see Appendices A & B) as is necessary to thoroughly respond to this RFQ. The District will modify and issue FINAL construction drawings and supporting contract documents as part of any later issued RFB to be distributed to successful "prequalified" Respondents. Those final drawings and supporting documents in the RFB package will supersede any and all previously distributed documents and will provide the only basis for any RFB responses.

The estimated budget for this Project is \$2,000,000. This amount is an estimate only and does not limit the District in awarding the Project. Respondents are cautioned to not make any assumptions from the budget estimate as to the total funds available for the Work. The District retains the right to adjust the estimated budget. In addition, the District reserves the right to increase, decrease, or delete any class, item, or part of the Work to reduce costs for any reason. The Project and the Work are described generally in this solicitation and will be further refined prior to any subsequent issuance of the RFB contemplated above, with the District reserving the right to change, increase, delete, withdraw, or otherwise modify all or a portion of the Project and/or Work as it may determine to be in the best interests of the District. The District reserves the right to reject all responses; cancel this solicitation or the anticipated RFB.

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## INSTRUCTIONS TO RESPONDENTS

### **1. DEFINITIONS.**

"Respondent" means any contractor, consultant, organization, firm, college or university, or other entity submitting a response to this RFQ. "Subcontractor" means any individual or entity the Respondent identifies as providing goods or services to the Project through a direct contract with the Respondent. "District" means the Southwest Florida Water Management District, which is the issuing agency. "Contractor" means the Respondent selected pursuant to a second competitive bid process of all Respondents qualified by this solicitation who enter into a written agreement with the District to complete the Project. "Agreement" means a written agreement between the District and a Contractor (successful Respondent) that establishes the terms of the Contractor's performance. "Solicitation" means this RFQ. "Response" means a Respondent's reply to this RFQ.

### **2. TIME; DAYS.**

All times of day used in this Solicitation will be local time in Brooksville, Florida (daylight or standard, as applicable). All references made in this RFQ to the word "day" or "days," whether for notices, schedules or other miscellaneous time limits, shall be deemed to mean calendar days, unless specifically referenced as "business" day(s). "Business" day(s) shall mean any day(s) other than a Saturday, a Sunday, or a holiday observed by the District.

### **3. DISTRICT POINT OF CONTACT.**

Direct all inquiries related to this Solicitation to the following named Procurement Specialist who is the District's official point of contact for this Solicitation:

Ari Horowitz  
Email: [procurement@watermatters.org](mailto:procurement@watermatters.org)  
Phone: (352) 796-7211, Ext. 4132

Between the release of this Solicitation and the posting of the notice of intended decision, Respondents to this Solicitation or persons acting on their behalf may not contact any employee or officer of the District concerning any aspect of this Solicitation, except the procurement employee listed above or other staff in the Procurement Services Office. Violation of this provision is grounds for rejecting a response.

### **4. WHERE TO DELIVER SUBMITTALS.**

Sealed Responses must be delivered by U.S. mail, overnight courier, or personally. The District will not accept electronically transmitted proposals. Bids submitted by email, telephone, or fax shall not be accepted and shall be rejected as non-responsive regardless of where it is received. Submittals (or a "NO BID" response) must be delivered in a sealed envelope to:

Southwest Florida Water Management District  
Procurement Service Office (Mail Code: BKV-4-PSO)  
2379 Broad Street (U.S. Highway 41 South) - Building #4  
Brooksville, Florida 34604-6899

The envelope (or inner envelope if double sealed) must be clearly labeled in large bold, and/or colored lettering) as follows with all blanks completed:

**DO NOT OPEN – RFQ RESPONSE – DO NOT OPEN**  
**RESPONDENT NAME:** \_\_\_\_\_  
**SOLICITATION NO.:** RFQ #2209  
**OPENING DATE & TIME:** 2:00 p.m. December 7, 2021

Failure to clearly label a Response may result in your Response being opened in error or not routed to the proper location for consideration. No Response will be accepted after the date and time specified. **Each Respondent is responsible for verifying the District has timely received its Response.**

## **5. OPENING OF REQUEST FOR QUALIFICATION RESPONSES**

The opening of RFQ Response(s) will be public, on the date and at the time specified on the Cover Sheet. It is the Respondent's responsibility to assure that its submittal is delivered at the proper time to the specified location. Proposals that for any reason are not so delivered will not be considered. One (1) signed original hardcopy and one (1) exact electronic Adobe™ Portable Document Format File (.PDF) of the Cover Sheet and required response documents in the format described in Provision 6, Preparation and Organization of Response, must be received by the District's Procurement Services Office (PRO), Building 4, at the Southwest Florida Water Management District, 2379 Broad Street (U.S. Hwy. 41 South), Brooksville, Florida 34604-6899, on or before Tuesday, December 7, 2021 at 2:00 p.m. Submittals that are not received in a timely manner by this specific office will not be accepted.

Respondents or their authorized agents are invited to attend the public opening at 2:00 p.m. December 7, 2021 at the District's Headquarters (2379 Broad Street (U.S. Highway 41 South) Brooksville, Florida 34604-6899). The District also will offer an option to attend the public opening virtually.

In light of the Covid-19 pandemic, the District is providing you with a virtual option to join the RFQ opening for Prequalification of Contractors for the Edward Medard Reservoir Toe Drain Improvements Project. The meeting will begin at 2:00 p.m. on December 7, 2021 and will end upon the conclusion of the opening, which may not require the entire time scheduled. Your attendance is optional; and no action is required by Respondents during the meeting. Respondents may listen to the opening by clicking on the "Join Microsoft Teams Meeting" title below. You may also click on or copy and paste the following Teams Link URL into your browser:

### **Microsoft Teams meeting**

**Join on your computer or mobile app**

[Click here to join the meeting](#)

**Or call in (audio only)**

[+1 786-749-6127](#) United States, Miami

Phone Conference ID: 222 248 759#

Teams Link: <https://bit.ly/3ESmHhE>

The Florida Public Records Act, Sec. 119.071(1)(b), Florida Statutes (F.S.), exempts replies received in response to this solicitation from inspection and copying until such time as the District provides notice of an intended decision pursuant to Sec. 120.57(3)(a), F.S., or until 30 days after opening of Responses, whichever is earlier. This exemption is not waived by the public opening of the Responses.

Unless otherwise exempt, Respondent's submittal is a public record that is subject to disclosure upon expiration of the above exemption. If any information submitted with the Responses is a trade secret as defined in Sec. 812.081, F.S., and exempt from disclosure pursuant to Sec. 815.04, F.S., Respondent must clearly identify any such material as "CONFIDENTIAL TRADE SECRET" in its submittal and explain the basis for such exemption. The District reserves the right, in its sole judgment and discretion, to reject a submittal for excessive or unwarranted assertion of trade secret confidentiality and return the submittal to Respondent.

## **6. PREPARATION AND ORGANIZATION OF RESPONSES**

Respondent must submit its Response in hard copy (paper) format per the following instructions.

## **A. Instructions for Submitting Responses**

To simplify the prequalification processes and to ensure that all qualifications receive the same orderly review, all qualifications must follow the same format. No exceptions to this format will be accepted. To be accepted for evaluation, the qualifications format must address all required components in order. Please limit the number of pages to the requirements below.

All qualifications must follow these general requirements:

- Font size of not less than 10 points and line spacing may not be less than single spaced.
- Include one (1) original and one (1) exact electronic Adobe™ Portable Document Format File (.PDF) of the Response.
- The Response must be bound and shall include tabs for each of the sections described herein.
- The Response shall conform to the outline described in Provision 6, Preparation and Organization of the Response.
- Pages in each tab shall be numbered (except for resumes and certificates which may not be more than 2 pages each).
- Respondents shall provide and complete the following forms and questionnaires, and include them in their submittal under the tabs identified below (responses to the forms and questionnaires can be submitted on reproduced copies) All information requested on forms must be included:
  - a. Statement of Qualification Form
  - b. Certificate as to Corporation
  - c. Similar Projects (Prime, Subcontractor)
  - d. References

In the event you decline to submit a Response, the District would appreciate submittal of the “No Response Form” provided at the end of the “FORMS” section to describe the reason for not submitting a Response.

## **B. Response Format**

### **SECTION 1- COVER LETTER AND FINANCIAL CAPACITY**

Provide a cover letter of no more than two pages long (not including forms and Financial Capacity). Include the original signed cover letter with the original Response. A copy of the signed cover letter shall be included with the hard copy of the qualifications and as part of the electronic PDF submitted. After the cover letter, provide the following:

- Addenda (if the District issues an addendum)
- The name, title, phone number, fax, e-mail address, and street address of a contact person assigned by a corporate office who will respond to questions about the qualifications. The contact person must have the authority to make binding commitments on behalf of the Respondent.
- STATEMENT OF FINANCIAL CAPACITY- Provide information that indicates the

Respondent has the capacity to bond a \$5 million project. A letter indicating such from the bond surety will suffice at this point of the review to prequalify.

**NOTE: All signed addenda, if any, shall be included in this submittal, immediately following the cover letter.**

## **SECTION 2 – RESPONDENT AND TEAM QUALIFICATIONS**

### **CONTRACTOR PROFILE** (Section Page Limit – 3 Pages)

Provide the following information:

- Respondent's legal name, business address, phone number, fax number, website address, primary contact name and e-mail address
- Business organization (Corporation, LLC, Joint-Venture, etc.) and proof of authorization to do business in Florida
- Certificate as to Corporation FORM
- Number of years in business
- Location of Respondent's office or offices
- Copy of Respondent's State of Florida General Contractor license/certification
- Copy of State of Florida license/certification for subcontractors/professional team members (surveyor and engineer)

### **TEAM CREDENTIALS AND PROJECT TEAM** (Section Page Limit – 5 Pages (Excluding Resumes))

#### **Minimum Qualifications:**

Respondent must use the SIMILAR PROJECTS FORM (Prime, Subcontractor) and SIMILAR PROJECTS FORM provided in these documents to document the minimum qualifications listed below. Failure to include these forms may be considered non-responsive.

Respondent Experience. Respondent (or a combination of the Respondent firm, project manager or Subcontractor(s) assigned to the Work) must have successfully completed a minimum of two projects of a similar nature in the past ten years. If only two projects are submitted, both those two projects MUST each meet ALL the minimum criterion of the three tasks listed below. If Respondent does not have at least 2 projects that meet all task criterion, then Respondent must provide a minimum of two separate projects to evidence each criterion. For example, either two (or more) projects that meet all task criterion OR six (or more) projects (at least two showing criterion i; at least two showing criterion ii; and at least two showing criterion iii).

#### **TASK CRITERION:**

- i. Vertical Pressure Relief Wells: Provide a minimum of 2 projects that were successfully completed. The 2 projects shall in the aggregate be indicative of installation of at least 20 wells, with 4-inch diameter (8-inch influence well diameter), 15 feet or greater below ground surface.
- ii. Embankment Toe Drains: Provide a minimum of two projects for installation of approximately 1,000 feet of toe drains including filter drains, collection pipes, outlet pipes, and cleanouts.

- iii. Filter Blankets: Provide a minimum of two projects for construction of a filter blanket drain within a dam or drainage ditch system.

**Team Experience.** Include a team organizational chart highlighting key Subcontractors and key people who shall be assigned to the Work and the portion of the Work for which they are to be responsible. Respondents must demonstrate key Subcontractors have performed at least two similar projects within the last five years. Respondent must provide evidence that key person(s) must have been performing a similar function at a similar level with similar responsibilities for the past two years.

The successful Respondent will not be allowed to substitute subcontractors or key personnel from those described within its Response, except to the extent such substitution is outside of Respondent's control after approval by the District as part of any subsequent RFB.

## **REFERENCES** (Section Page Limit – 4 Pages)

Using the supplied REFERENCE FORM (see pages 16), provide client references. The references should include up to three clients (one may be a District reference) that have recently (within the last ten years) hired the Contractor for projects in the general discipline of service being offered by the Contractor for this RFQ, including completed projects. For each reference, include the project name, a one paragraph description of the project, the project start-up/completion dates, the project cost, the name of the client, the client's project manager, their phone number and email address. Please verify accuracy of contact information before submitting. If the reference cannot be reached due to inaccurate information, the submittal may be deemed non-responsive. It is the District's expectation that references will be contacted on business days immediately following the opening of the RFQ Responses. Please make sure the reference(s) is available on those days.

District references should include project name, contract or task number, contract cost prior to any change orders, change orders costs, contract term, and contract project manager's name, email address and phone number.

The Respondent may make additional copies of the forms as necessary to complete the response. However, the Respondent must respect the page limitation for the section.

## **7. INQUIRIES AND ADDENDA**

District staff are not authorized to orally interpret the meaning of the specifications or other Agreement documents, or correct any apparent ambiguity, inconsistency, or error therein. In order to be binding upon the District, the interpretation or correction must be provided to the Procurement Specialist in writing. The Procurement Specialist may orally explain the District's procedures and assist Respondents in referring to any applicable provision in the Request for Qualifications documents, but the Respondent is ultimately responsible for submitting the Response in the appropriate form and in accordance with written procedures.

Every request for a written interpretation or correction must be received at least nine days prior to opening of the Responses in order to be considered. Requests may be submitted by e-mail to [procurement@watermatters.org](mailto:procurement@watermatters.org). Interpretations, corrections, and supplemental instructions will be communicated by written addendum to this solicitation posted on DemandStar at [www.demandstar.com](http://www.demandstar.com) or the District's website at [www.watermatters.org/procurement](http://www.watermatters.org/procurement) not later than five business days prior to the date fixed for the opening of RFQ Responses.

Submission of a Response constitutes acknowledgment of receipt of all addenda. Failure of the Respondent to receive any addenda does not relieve Respondent from any and all obligations under the Response, as submitted.

## **8. ESTIMATED BUDGET AND ANTICIPATED SCHEDULE**

The estimated budget for the Work is \$2,000,000.

The above amount is an estimate only and does not limit the District in awarding the Agreement. Respondents are cautioned to not make any assumptions from the budget estimate as to the total funds available for the Work. The District retains the right to adjust the estimated budget in awarding the Agreement. The District also reserves the right to reject all Responses if subsequent negotiations with qualified Respondents result in costs over this estimated budget amount. In addition, the District reserves the right to increase, decrease, or delete any class, item, or part of the Work in order to reduce costs for any reason. The District may discuss alternatives for reducing the cost of the Work with Respondents and make such modifications as it determines to be in its best interest.

The section below outlines the District's expected schedule for Contractor selection, including prequalification, and completion of the Work. The District reserves the right to modify this schedule or terminate the selection process for any reason and at any time.

November 8, 2021	Advertise RFQ
December 7, 2021	RFQ Responses due no later than 2:00 p.m.
December 22, 2021	RFB and final bid documents sent to Respondents prequalified as a result of this RFQ
January 5, 2022	Pre-Bid Meeting
January 20, 2015	Bids due no later than 2:00 p.m.
February 2022	Contract Award
April 30, 2023	Contract Term End

**NOTE: Responding to this RFQ does not bind a respondent to perform the Project. A second competitive bid process (RFB) will follow the prequalification process contemplated herein. The successful Respondent to any such subsequent RFB will be bound to perform the Project as more specifically stated therein.**

## **9. SIGNATURE AND CERTIFICATION REQUIREMENTS**

An individual submitting a Response must sign his/her name therein and state his/her address and the name and address of every other person interested in the Response as principal. If a firm or partnership submits the Response, state the name and address of each member of the firm or partnership. If a corporation submits the Response, an authorized officer or agent must sign the Response, subscribing the name of the corporation with his or her own name and affixing the corporate seal. Such officer or agent must also provide the name of the state under which the corporation is chartered, and the names and business addresses of the President, Secretary, and Treasurer. Corporations chartered in states other than Florida must submit evidence of registration with the Florida Secretary of State for doing business in the State of Florida. Respondent must certify that all persons or entities having an interest as principal in the submittal of the Response or in substantial performance of the Work have been identified in the Response forms.

## **10. DISQUALIFICATION OF RESPONDENTS**

Any of the following causes will be considered as sufficient grounds for disqualification of a Respondent and rejection of the Response:

- a. Contacting a District employee or officer other than the procurement employee named in Provision 3 of this Solicitation or other District Procurement staff about any aspect of this solicitation before the notice of intended decision is posted.
- b. Submission of more than one Response for the same subject matter by an individual, firm, partnership, or corporation under the same or different names;



- c. Evidence of collusion among Respondents;
- d. Submission of materially false information with the Response;
- e. Information gained through checking of references or other sources which indicates that Respondent may not successfully perform the Work;
- f. Incomplete contractual commitment(s) to other persons or entities, which, in the sole judgment of the District, may hinder or prevent the prompt completion of the Work if awarded to Respondent;
- g. Respondent is failing to adequately perform on any existing contract with the District;
- h. Respondent has defaulted on a previous contract with the District;
- i. The evidence submitted by Respondent, or the District's investigation of Respondent, fails to satisfy the District that Respondent is properly qualified to carry out the obligations of the Agreement in a manner acceptable to the District and within the time period specified;
- j. Any other cause that is sufficient to raise doubt regarding the ability of a Respondent to perform the Work in a manner that meets the District's objectives for the Work.

## **11. REJECTION OF RESPONSES**

RFQ Responses must be delivered to the specified location and received before the opening in order to be considered. Untimely Responses will be returned to the Respondent unopened. Responses will be considered irregular and may be rejected if they show material omissions, alterations of form, additions not called for, conditions, limitations, or other material irregularities. The District may consider incomplete any Responses not prepared and submitted in accordance with the provisions specified herein, and reserves the right to waive any minor deviations or irregularities in an otherwise valid Responses.

The District reserves the right to reject any and all Responses; waive minor deviations, irregularities, or technicalities in an otherwise valid Response; and re-advertise or cancel this Solicitation in whole or in part if it is in the District's best interest to do so. The District will be the sole judge of its best interest. Responses that are incomplete, unbalanced, conditional, obscure, contain additions not required, have obvious errors, irregularities of any kind, or do not comply in every aspect of the Solicitation, may be rejected at the District's option. Notice of such District action will be posted on DemandStar at [www.demandstar.com](http://www.demandstar.com) or the District's website at [www.wattermatters.org/procurement](http://www.wattermatters.org/procurement).

## **12. WITHDRAWAL OF RESPONSE**

Respondent may withdraw its Response if it presents such a written request to the District prior to the designated date and hour of Request for Qualification opening. Respondent may be permitted to withdraw its Response no later than 72 hours after the opening for good cause, as determined by the District in its sole judgment and discretion.

## **13. EVALUATION AND QUALIFYING PROCEDURES; EXECUTION OF AGREEMENT**

The District has determined it is in its best interest to competitively award the Project in two steps: (i) this RFQ to identify those Respondents who possess certain qualifications and experience and (ii) an RFB to only those Respondents prequalified through this RFQ.

RFQ Responses will be evaluated by Procurement staff. Results of this RFQ will be posted and the District will thereafter attempt to notify all Respondents in writing of their resulting "prequalification" status. Following such prequalification, a Request for Bid (RFB) is intended to be solicited from all such prequalified Respondents.

This RFQ package includes DRAFT construction drawings to provide potential Respondents with an

overview of the Project's anticipated technical requirements (see **Appendix A**) as is necessary to thoroughly respond to this RFQ. The District will modify and issue FINAL construction drawings and supporting contract documents as part of any later issued Request for Bid (RFB) to be distributed to the successful "prequalified" Respondents. Those final drawings and supporting documents in the RFB package will supersede any and all previously distributed documents and will provide the only basis for the Contractor's response to any RFB.

#### **14. FLORIDA SALES TAX**

The District is exempt from payment of State of Florida sales tax pursuant to Sec. 212.08(6), F.S.

#### **15. PUBLIC PROCUREMENT PROVISIONS**

##### **A. Entity Crimes/Discriminatory Vendors**

In accordance with Sec. 287.133 and Sec. 287.134, F.S., a person or affiliate who has been placed on the convicted or discriminatory vendor lists following a conviction for a public entity crime or placement on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Sec. 287.017 for CATEGORY TWO (\$35,000) for a period of 36 months following the date of being placed on the convicted or discriminatory vendor lists.

##### **B. Scrutinized Companies**

Per Sec. 287.135, F.S., a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services of (i) any amount if that company is on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel or (ii) \$1 million or more if that company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations in Cuba or Syria.

##### **C. E-Verify**

Per Sec 448.095, F.S., every public employer, contractor, and subcontractor shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. A public employer, contractor, or subcontractor may not enter into a contract unless each party to the contract registers with and uses the E-Verify system. Information on how to obtain proof of participation, register for and use the E-Verify system may be obtained via U.S. Department of Homeland Security website: <http://www.dhs.gov/E-Verify>.

##### **D. Certification**

By responding to this Solicitation, Respondent certifies to the District that, to the extent required by law, its Response complies with Secs. 287.133, 287.134, 287.135, and 448.095, F.S., and that neither Respondent nor its affiliate(s), if any, as applicable: (i) are on (or were within the last 36 months been placed on) any of the following lists: discriminatory vendor list, convicted vendor list, Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and the antitrust violator vendor list; (ii) engaged in a boycott of Israel; or (iii) engaged in business operations in Cuba or Syria.

#### **16. EXECUTION OF AGREEMENT; COSTS OF RESPONSE**

Submittal of a Response does not bind the Respondent to perform the Work. Rather, Respondents prequalified by this RFQ alone are intended to be offered a second competitive bid process (RFB) intended to follow this RFQ's qualification process. As a result of such second competitive solicitation, if any, the

successful Contractor will be bound to enter into a written agreement with the District. Nothing in this Solicitation commits the District to prequalify a contractor or otherwise make an award nor will the District be responsible for any cost incurred in responding to this Solicitation, including Response preparation, any requested product or service demonstrations, etc.

#### **17. EXAMINATION OF SOLICITATION**

Respondent shall be thoroughly familiar with the requirements of this Solicitation, including attachments, incorporated documents, and any addenda issued. Respondent's ignorance of these matters will not be accepted as a basis for varying the District's requirements or compensation paid. Respondent is solely responsible for ensuring that its Response is timely received at the Procurement Services Office in compliance with this Solicitation. At the time of making its Response, a Respondent and its named Subcontractors must be properly licensed (or qualified) and registered to do business in the State of Florida.

#### **18. NOTICES**

District solicitations, reference documents (unless exempt and/or confidential), addenda, questions and answers (Q&A), and other pertinent information are available for review and download by visiting DemandStar at [www.demandstar.com](http://www.demandstar.com) or the District's website at [www.watermatters.org/procurement](http://www.watermatters.org/procurement). Those downloading solicitation packages are responsible for periodically rechecking the website for any changes or addenda. As a courtesy to Respondents, the District may send copies of the notices of intended agency decisions via e-mail or facsimile to the address or phone number provided by Respondent. These courtesy communications neither constitute official notice nor vary the times of receipt set forth above.

#### **19. PROTEST PROCEDURES**

Any person adversely affected by the procurement methodology described in this Solicitation, its specifications or criteria, including addenda, a District decision (or intended decision) to award a contract or to reject all Responses, must file a notice of protest and formal written protest in compliance with Section 120.57(3), F.S. and Chapter 28-110, FAC. A Respondent's failure to file a protest within the time prescribed in Section 120.57(3), F.S., or failure to timely post the bid bond (or alternate security allowed by law) will constitute a waiver of proceedings under Chapter 120, F.S. Mediation under Sec. 120.573, F.S., is not available.

## STATEMENT OF QUALIFICATION FORM

This form is to be included in Response.

### RESPONDENT:

The undersigned, as Respondent, hereby declares and certifies that the only person(s) or entities interested in this Statement of Qualification as principal(s), or as persons or entities who are not principal(s) of the Respondent but are substantially involved in performance of the Work, is or are named herein, and that no person other than herein mentioned has any interest in this Statement of Qualification or in the Agreement to be entered into; that this Statement of Qualification is made without connection with any other person, company, or parties submitting a Statement of Qualification; and that this Statement of Qualification is in all respects fair and in good faith without collusion or fraud.

Respondent represents to the District that, except as may be disclosed in an addendum hereto, no officer, employee or agent of the District has any interest, either directly or indirectly, in the business of Respondent to be conducted under the Agreement, and that no such person shall have any such interest at any time during the term of the Agreement, should it be awarded to Respondent.

Respondent further declares that it has examined the Solicitation, including its attachments, and informed itself fully regarding all conditions pertaining to same; it has read all of the addenda furnished prior to the Statement of Qualification opening, as acknowledged below; and has otherwise satisfied itself that it is fully informed relative to the Solicitation.

Respondent understands the District intends RFQ #2209 as the first of a two-step competitive process to secure a Contractor for the Edward Medard Reservoir Toe Drain Improvements Project. This first step seeks to prequalify certain Respondents who will then alone be offered the opportunity to respond to any subsequent Request for Bid (RFB) offered by the District regarding the intended Project. Nothing in the Solicitation commits the District to prequalify a Respondent or otherwise make an award.

Acknowledgment is hereby made of the following addenda (identified by number) received:

Addendum No.	Date	Addendum No.	Date
_____	_____	_____	_____
Respondent (firm name) _____		Date _____	
Address _____			
E-mail address _____			
Signature _____		Telephone number _____	
Typed name and title _____		Fax number _____	

## CERTIFICATE AS TO CORPORATION

This form is to be included in Response.

The below Corporation is organized under the laws of the State of \_\_\_\_\_; is authorized by law to respond to this Request for Qualifications and perform all work and furnish materials and equipment required under the Agreement, and is authorized to do business in the State of Florida.

Corporation name: \_\_\_\_\_

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

Registration No.: \_\_\_\_\_

Registered Agent: \_\_\_\_\_

By: \_\_\_\_\_

(Official title)

(Affix corporate seal)

Attest: \_\_\_\_\_

(Secretary)

The full names and business or residence addresses of persons or firms interested in the foregoing Request for Qualification Response as principals or officers of Respondent are as follows (specifically include the President, Secretary, and Treasurer and state the corporate office held of all other individuals listed):

\_\_\_\_\_

Identify any parent, subsidiary, or sister corporations involving the same or substantially the same officers and directors that will or may be involved in performance of the Project, and provide the same information requested above on a photocopy of this form.

\_\_\_\_\_

If applicable, attach a copy of a certificate to do business in the State of Florida, or a copy of the application that has been accepted by the State of Florida to do business in the State of Florida, for the Respondent and/or all out-of-state corporations that are listed pursuant to this form.

**RFQ #2209**[illegible]

**SIMILAR PROJECTS FORM QUALIFICATION – SUBCONTRACTOR**  
**RFQ #2209**

RELEVANT SIGNIFICANT CONTRUCTION COMPONENT (Choose those that apply):

1. Vertical Pressure Relief Wells: Provide a minimum of 2 projects that were successfully completed. The 2 projects shall in the aggregate be indicative of installation of at least 20 wells, with 4-inch diameter (8-inch influence well diameter), 15 feet or greater below ground surface.
2. Embankment Toe Drains: Provide a minimum of two projects for installation of approximately 1,000 feet of toe drains including filter drains, collection pipes, outlet pipes, and cleanouts.
3. Filter Blankets: Provide a minimum of two projects for construction of a filter blanket drain within a dam or drainage ditch system.

SUBCONTRACTOR'S NAME: \_\_\_\_\_

PROJECT TYPE: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

SUBCONTRACTOR'S PROJECT MANAGER's NAME: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_ OWNER CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_

PROJECT ROLE (PRIME/SUB) & PERCENTAGE OF WORK PERFORMED USING OWN  
RESOURCES:

\_\_\_\_\_

RELEVANCY:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**QUALIFICATIONS – REFERENCE FORM**

**RFQ #2209**

CLIENT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE NUMBER & E-MAIL ADDRESS: \_\_\_\_\_

PROJECT START/END DATE: \_\_\_\_\_

PROJECT COST: \_\_\_\_\_

PROJECT NAME & DESCRIPTION: \_\_\_\_\_

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NO RESPONSE FORM  
SOUTHWEST FLORIDA WATER MANAGEMENT  
DISTRICT

REQUEST FOR QUALIFICATION, Edward Medard Reservoir Toe Drain Improvements Project

Your reasons for not responding to this Request for Qualifications are valuable to the Southwest Florida Water Management District's procurement process. Please complete this form and return it to the Procurement Services Office no later than the opening date. Thank you for your cooperation.

Please check (as applicable):

- ☐ Specifications too "general" (explain below)
- ☐ Insufficient time to respond to the Request for Qualifications
- ☐ Do not provide this type of work for this project
- ☐ Schedule would not permit us to perform
- ☐ Unable to meet Request for Qualifications requirements
- ☐ Specifications unclear (explain below)
- ☐ Disagree with solicitation (explain below)
- ☐ Other (specify below)

Remarks:

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RESPONDENT (LEGAL NAME): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNER'S NAME AND TITLE