



# St. Johns River

## Water Management District

Ann B. Shortelle, Ph.D., Executive Director

---

4049 Reid Street • P.O. Box 1429 • Palatka, FL 32178-1429 • (386) 329-4500  
On the Internet at [floridaswater.com](http://floridaswater.com).

May 14, 2021

Interested Firms

Re: Quote Request 36826 – Rice Creek/Nine Mile Trail Road and Low Water Crossing Maintenance

Dear Contractor,

The St. Johns River Water Management District (District) is requesting quotes for the above referenced project from qualified firms who have experience in providing these services. This letter is forwarded to you as an invitation to provide a quote based on the Statement of Work (SOW) attached as Exhibit 1. The quote shall include all labor, materials, insurance, and other related costs for the services described in the SOW.

If you are interested in this project, email (preferred) or fax your quote using the Cost Schedule provided (Exhibit 2) **by no later than 2:00 p.m. on Tuesday, June 8, 2021**. All quotes and questions may be e-mailed or faxed to Gerald Cahalane, Assoc. Procurement Specialist, at [gcahalan@sjrwmd.com](mailto:gcahalan@sjrwmd.com) or fax (386) 329-4546. **All emailed submissions must be in PDF format. Please reference quote number #36826 and project name on any and all correspondence.**

Minimum Qualifications:

Respondents must meet the minimum qualifications below and all supporting documentation must be submitted with the response to this quotation request:

1. Proof of firm's ability to do business in the state of Florida. (Documentation must be provided with quote response.)
2. Respondent must have completed at least three projects of a similar nature (refer to the tasks outlined in the Statement of Work) in the past three years by the individual, firm, or foreman assigned to the project. (Documentation must be provided on attached form and must be included with quote response.)

Award of this quote shall be based on the lowest total cost that meets all requirements of this quote request. All respondents must complete Cost Schedule in Exhibit 2.

If you need assistance or have any questions about submitting your quote, please contact Gerald Cahalane, Assoc. Procurement Specialist, at (386) 326-3034 or at [gcahalan@sjrwmd.com](mailto:gcahalan@sjrwmd.com). Between the release of this quote request and the posting of the notice of intended decision, Respondents to this quote request 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. Violation of this provision is grounds for rejecting a response. **Please send any questions regarding the work via email.** Thank you for your consideration of this request.

Exhibits listed on next page.

- Exhibit 1 – Statement of Work/Site Maps
- Exhibit 2 – Cost Schedule
- Exhibit 3 – Insurance Requirements
- Exhibit 4 – Qualification Forms

NOTE: Please check the box provided if you are unable to provide a quotation for this service at this time and return to my attention at [gcahalan@sjrwmd.com](mailto:gcahalan@sjrwmd.com).

I am unable to provide a quotation at this time for the following reason(s):

---

---

---

Respondent's Signature

Respondent's Company Name

**EXHIBIT 1 — STATEMENT OF WORK  
RICE CREEK/NINE MILE TRAIL ROAD AND LOW WATER CROSSING MAINTENANCE  
FDOT MITIGATION PROGRAM**

**I. INTRODUCTION/BACKGROUND**

The Rice Creek/Nine Mile Mitigation Area is located on the southside of SR 100 west of Palatka, Florida in Putnam County (Figure 1). There is a gated trail road with access to the property on FL 100. The mitigation plan for SJ27 group includes over 5914 acres of land that are being managed and enhanced for mitigation for six FDOT roadway projects. Three areas make up this mitigation group include Rice Creek, Murphy Island and Nine Mile Mitigation Area. They are all located in Regulatory Basin 8 – St. Johns River (Welaka to Bayard). The site is currently managed by the St. Johns River Water Management District land managers. The wetland and upland enhancement required by these permits will be achieved through implementation of fire and/or mechanical management and establishment of appropriate canopy densities. Trail road work via low water crossing maintenance and general trail road improvements on the Rice Creek Tract is proposed to complete the mitigation plan. This work will maintain the current trail road system of the project and help ensure that site can be managed long term for fire management.

**II. OBJECTIVES**

The overall goal of this project is for trail road improvements and the maintenance of a low water crossing (Figure 2). This project consists of maintaining one low water crossing that is approximately 75 feet by 20 feet with railroad ballast granite (Exhibit 3 photograph) and the delivery and spreading of #57 limestone to the designated priority locations 1-2 (Exhibit 3) within the potholes that will be identified to the awarded Contractor. The amount of #57 limerock delivered, and spread is dependent on the total estimate for the low water crossing work. The locations are prioritized priority 1 and then priority 2. This site trail road maintenance is required to be able to manage the property in long term for fire management.

**III. PROJECT DESCRIPTION**

Contractor shall supply equipment, labor, ballast railroad granite rock, # 57 grade limerock and all silt fences necessary to prevent turbidity. The Cost Schedule table for the trail road is provided below (Exhibit 2). Hauling, spreading, compacting, and grading will be the contractor's responsibility for the ballast railroad granite and #57 limestone to the designated locations. The total cubic yards of limerock hauling and spreading is only an estimate and may be adjusted to not exceed the overall budget.

It is the Contractor's responsibility to coordinate their schedule with the District. A site meeting with the District, the Contractor and the Contractor's operator shall be scheduled prior to the work commencing. The Contractor shall maintain adequate protection of his/her work and equipment from damage and shall protect public and privately-owned property, structures, utilities and work of any kind against damage or interruptions of service, which may result from the operations of the Contractor. Contractor shall repair and restore any such damage, injury, or loss at his/her expense. Contractor shall maintain a clean and safe work environment.

The Contractor shall be responsible for carefully examining the general area of the Work, the requirements of the Request and site conditions related to the Work, the time in which the Work must be completed, and any other details of the Work. The Contractor must satisfy itself from its own personal knowledge and experience or professional advice as to the character of the Work, the conditions and

Ref: Quote Request 36826 – Rice Creek/Nine Mile Trail Road and Low Water Crossing Maintenance

materials to be encountered, the character, quality, and quantities of the Work, and any other conditions affecting the work, including surrounding land.

#### IV. TASKS

- a. Provide all material, equipment and labor necessary to successfully complete the project.
- b. The finished thickness of railroad ballast granite at the low water crossing maintenance will be at least six inches (6") or deeper to connect to the existing road surface with the correct elevations to allow for drainage across the road to mimic existing drainage conditions.
- c. The finished thickness of the #57 limerock shall be determined based on the amount that can be delivered and spread to fix holes and maintain existing trail road and parking area.
- d. District Project manager shall be notified a minimum of one week prior to the contractor beginning the work on the project site.
- e. District Project Manager and Contractor will coordinate for a joint inspection of the project before submission of invoice for the work.

#### **Contractors Responsibilities:**

- Contractor must complete Exhibit 2 – Cost Schedule.
- Contractor shall install all necessary erosion and sediment control measures for the low water crossing, as required to complete the project successfully.
- Contractor shall place the granite stone within the low water crossing and match existing grades at each end of the road, including compaction of material to maintain the crossing as necessary.
- Contractor shall place and spread the #57 stone in the locations determined based on the amount provided.
- Contractor shall demobilize all equipment from the site upon completion of all work items.
- Contractor shall be responsible for ensuring that all gates are closed and locked upon each entry, exit and at the end of each working day to ensure security on the property.
- All contractor-generated debris shall be removed from job site and disposed of properly by the contractor daily.
- Contractor should take care to ensure parked equipment and vehicles do not block roadways and are parked on state property.
- Work area shall be kept clear of rubbish. Discharge of petroleum product or other harmful material shall be prohibited on the mitigation site. Should any harmful material be discharged the District project Manager shall be immediately notified.
- Contractor shall be solely responsible for any and all costs associated with any resulting clean up and remediation.
- Due care shall be exercised against starting and spreading fires during operation by Contractor and/or its employees.
- Contractor shall be held liable for all damages caused by such fires.
- Contractor shall repair or replace at their cost any damages to fences, gates, signs or other improvements.
- Contractor shall be responsible for complying with all federal, state and local laws pertaining to the project or project activities.
- Contractor shall provide the District's Project Manager advance notice of at least 24 hours to inspect all completed work.
- Contractor shall be responsible for complying with all federal, state, and local laws pertaining to project or project activities.

**District's Responsibilities**

- District's Project Manager shall determine routes for ingress and egress to the property.
- District's Project Manager or his representative will make inspections of work accomplished and equipment to ensure compliance to job specifications and evaluate performance.
- District shall be notified a minimum of one week prior to the Contractor entering the project site.
- Weekend work is allowed with prior approval from the District Project Manager
- If work is found to be unsatisfactory, Contractor will be notified and has 10 Days to resolve.
- District's Project Manager will provide access gate codes and stockpile locations and determine routes for ingress and egress to the property.
- District's Project Manager will inspect all work accomplished and equipment to ensure compliance to job specifications and evaluate performance. District's Project Manager may order removal and replacement of any unsatisfactory equipment.

**V. TIME FRAME AND DELIVERABLES**

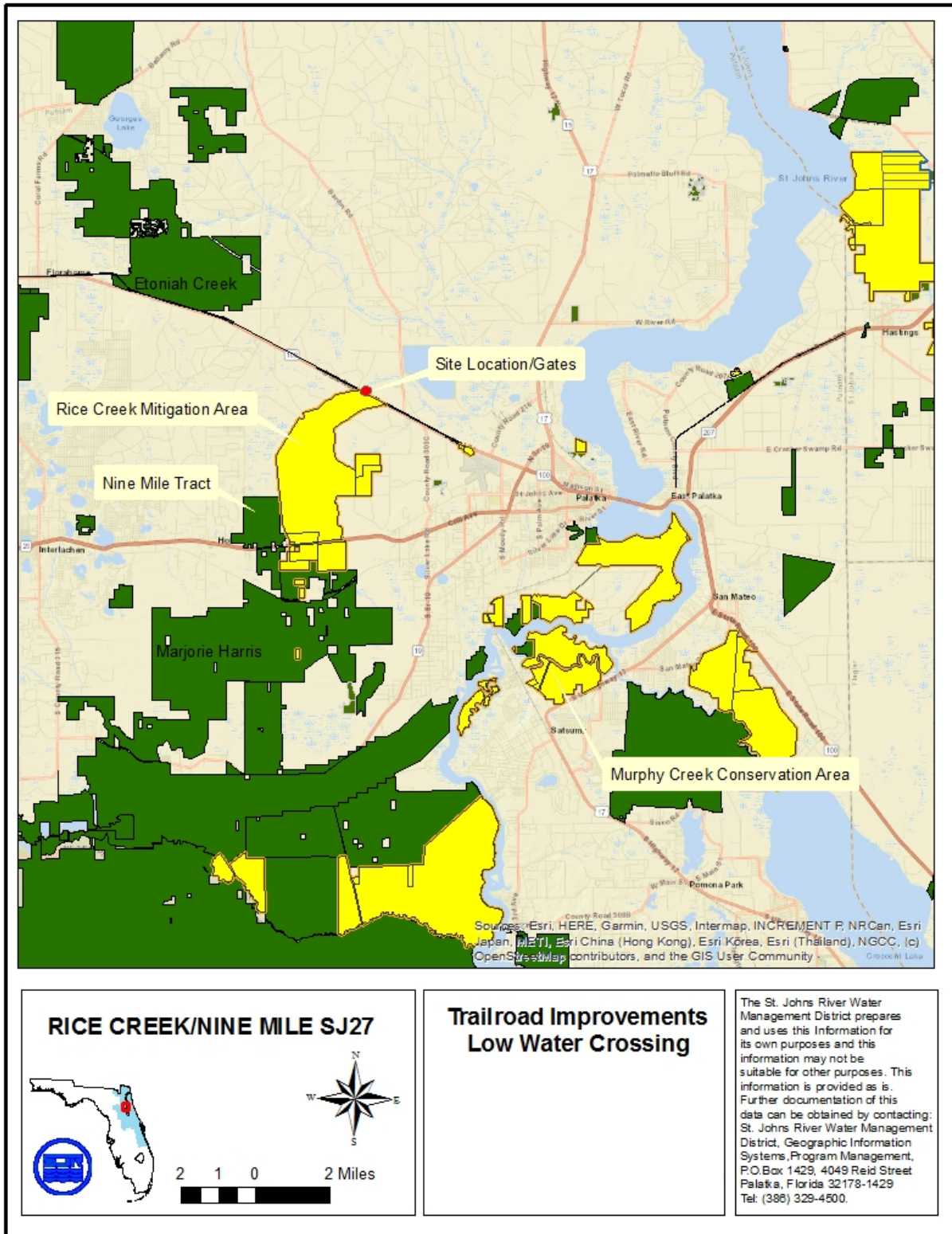
The expiration date of this agreement is September 30, 2021. Invoice will be submitted upon successful completion of the delivery and planting and approval by the District Project Manager. Invoice shall be submitted to Accounts Payable at [acctpay@sjrwmd.com](mailto:acctpay@sjrwmd.com), preferably in PDF format.

**VI. BUDGET**

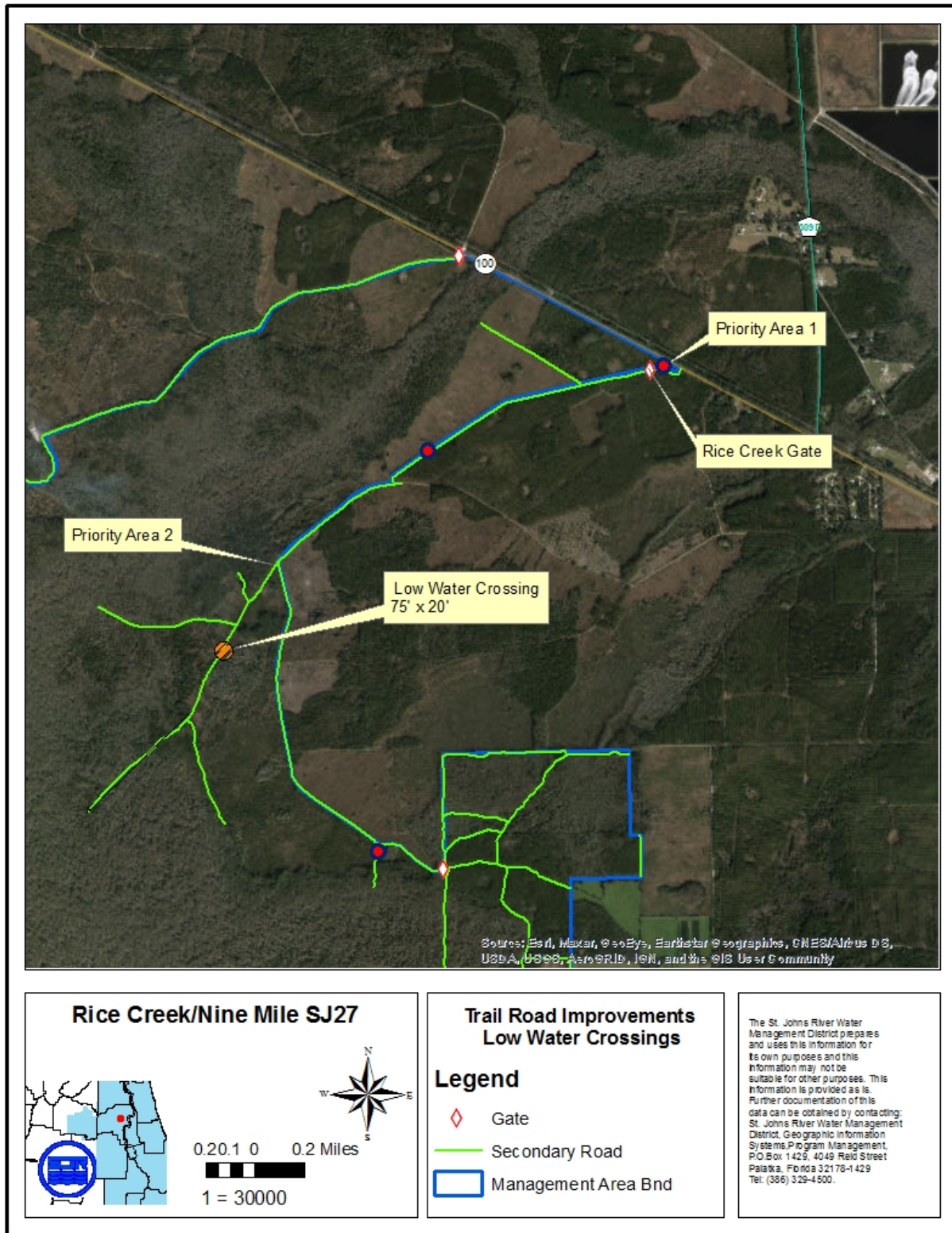
The budget for the Work is \$17,908.60. Contractor compensation will be based on the overall lowest bid for the low water crossing and the lowest cost per cubic yard of limestone delivered and spread to the site on the Contractors quotes provided in Exhibit 2. The estimated amount of cubic yards of limestone in Exhibit 2 may be lowered or raised based on the cost of the low water crossing. The District will provide the final priority locations of the limestone delivered and hauled to the winning contractor. The contract shall be awarded based on the overall lowest cost to complete the low water crossing maintenance and the contractor able to provide the most limerock cost to haul and spread in the priority locations 1-2.

The proposed work cannot exceed the budget. The District reserves the right to reject any and all bids over this estimated budget amount. In addition, if all bids from responsive and responsible Respondents exceed the estimated budget, the District reserves the right to increase, decrease, or delete any class, item, or part of the Work. 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 District reserves the right to award portions of the contract to multiple vendors if needed to meet the project requirements in a cost-effective manner.

**FIGURE 1: RICE CREEK/NINE MILE SJ27 LOCATION MAP**



**FIGURE 2: WEST REGION RICE CREEK/NINE MILE TRAIL ROAD LOW WATER CROSSING AND LIMEROCK PRIORITY LOCATIONS 1-2**





**FIGURE 3: PHOTO OF LOW WATER CROSSING**



**FIGURE 4: LIMESTONE PRIORITY AREAS FOR DELIVERY AND SPREADING**



**APPROXIMATE LOCATION OF PRIORITY AREA 1 FOR LIMEROCK DELIVERY AND SPREADING**



**APPROXIMATE LOCATION OF PRIORITY AREA 2 FOR LIMEROCK DELIVERY AND SPREADING**



**FINAL LOCATIONS WILL BE DETERMINED ONCE TOTAL LIMESTONE AMOUNT IS KNOWN**

**EXHIBIT 2 — COST SCHEDULE**

Respondent’s Name: \_\_\_\_\_

**RICE CREEK/NINE MILE: TRAIL ROAD IMPROVEMENT MATERIAL AND LOW WATER CROSSING FY 20/21:**

<b>MATERIAL/WORK</b>	<b>ESTIMATED AMOUNT</b>	<b>COST PER</b>	<b>TOTAL AMOUNT</b>	<b>TOTAL COST</b>
RAILROAD BALLAST GRANITE STONE HAULED SPREAD AND COMPACTED IN LOW WATER CROSSING	TO BE PLACED A MINIMUM OF 6 INCHES DEEP IN THE LOW WATER CROSSING (75’X20’X6’)  <b>TOTAL CY WITH COMPACTION=31CY</b>	_____/CY	<b>31</b> CY	\$ _____
#57 LIMEROCK HAULED AND SPREAD IN PRIORITY AREAS	TO BE DELIVERED AND SPREAD IN PRIORITY AREAS 1-2.*  <b>ESTMATION CY=55</b>	_____/CY	_____ CY	\$ _____
SILT FENCE OR OTHER TURBIDITY CONTROL MEASURES	TO BE PLACED WHERE NEEDED ALONG LOW WATER CROSSING TO PREVENT TURBIDITY	_____/LF	<b>150</b> LF	\$ _____
LABOR	TO COMPLETE ALL WORK			\$ _____
EQUIPMENT COST	TO COMPLETE ALL WORK			\$ _____
MISC. CHARGES	CAN BE BLANK IF NO MISC. CHARGES			\$ _____
<b>TOTALS</b>	<b>BUDGET NOT TO EXCEED \$17,908.75.</b>			\$ _____

\* AMOUNT DETERMINED BASED ON THE TOTAL COST TO COMPLETE LOW WATER CROSSING. REMAINING BUDGET WILL BE APPLIED TO DELIVERY AND SPREAD OF LIMESTONE IN THE PRIORITY AREAS 1 & 2. ESTIMATE CAN BE REDUCED OR INCREASED BASED ON THE OVERALL BUDGET.

Ref: Quote Request 36826 – Rice Creek/Nine Mile Trail Road and Low Water Crossing Maintenance

I, HEREBY ACKNOWLEDGE, as an Authorized Representative for the Respondent, that I have fully read and understand all terms and conditions as set forth in this quotation, and upon award of such quotation, shall fully comply with such terms and conditions.

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

Addendum No.	Date	Addendum No.	Date
1 _____	_____	4 _____	_____
2 _____	_____	5 _____	_____
3 _____	_____	6 _____	_____

---

**RESPONDENT (FIRM NAME)**

---

**ADDRESS**

---

**SIGNATURE**

---

**TYPED NAME & TITLE**

---

**TELEPHONE NUMBER**

---

**EMAIL ADDRESS**

### EXHIBIT 3 — INSURANCE

Contractor shall acquire and maintain until completion of the Work the insurance coverage listed below, which constitutes primary coverage. Contractor shall not commence the Work until the District receives and approves Certificates of Insurance documenting required coverage. *Contractor's General Liability policy shall name the St. Johns River Water Management District (the "District") as Additional Insured.* All required policies shall include: (1) endorsement that waives any right of subrogation against the District for any policy of insurance provided under this requirement or under any state or federal worker's compensation or employer's liability act; (2) endorsement to give the District no less than 30 days' notice in the event of cancellation or material change. Certificates of Insurance must be accompanied by copies of the requested endorsements.

Any deductibles or self-insured retentions above \$100,000 must be declared to and approved by the District. Approval will not be unreasonably withheld. Contractor is responsible for any deductible or self-insured retention. Insurance must be placed with insurers having an A.M. Best rating of A-V or greater. District receipt of insurance certificates providing less than the required coverage does not waive these insurance requirements.

- (a) **Workers' Compensation Insurance.** Workers' compensation and employer's liability coverage, including maritime worker's compensation, if applicable, in not less than the minimum limits required by Florida law. If an exemption from workers' compensation is declared, an exemption letter issued by Florida Department of Financial Services, Division of Workers' Compensation, shall be submitted to the District.
- (b) **General Liability.** Commercial General Liability Insurance on an "Occurrence Basis," with limits of liability not less than \$500,000 per occurrence and/or aggregate combined single limit, personal injury, bodily injury, and property damage. Coverage shall include: (1) contractual liability, (2) products and completed operations, (3) independent contractors, and (4) broad form property damage. Extensions shall be added, or exclusions deleted to provide the necessary coverage. "Claims made" coverage will be accepted only after verification that "occurrence" coverage is not available.
- (c) **Automobile Liability.** Minimum requirements per Florida law.

**EXHIBIT 4 — QUALIFICATIONS DOCUMENTATION FORMS**  
**(This form to be included with quote submittal)**

As part of the quote request, Respondent shall complete the following so that the District can determine Respondent’s ability, experience, and facilities for performing the Work.

Name of Respondent: \_\_\_\_\_

Respondent’s tax identification No.: \_\_\_\_\_

Year company was organized/formed: \_\_\_\_\_

Number of years Respondent has been engaged in business under the present firm or trade name:  
\_\_\_\_\_

Total number of years Respondent has experience in similar work described in quote request of the Instructions to Respondents: \_\_\_\_\_

Has Respondent previously been engaged in the same or similar business under another firm or trade name? If so, please describe each such instance.

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

Has Respondent ever been adjudicated bankrupt, initiated bankruptcy, or been the subject of bankruptcy proceedings on behalf of the current entity submitting this bid or a prior entity that Respondent substantially operated or controlled? If yes, please describe the nature and result of those proceedings and the entity involved.

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

Describe the background/experience of the person or persons who will be primarily responsible for directing the Work that will be performed pursuant to this bid. This inquiry is intended to encompass the project manager and/or superintendent who will be engaged on a daily basis in directing performance of the Work.

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

**QUALIFICATIONS – SIMILAR PROJECT**  
**(This form to be included with quote submittal)**

Respondent must have completed at least one project of a similar nature (refer to the tasks outlined in the Statement of Work) in the past three years by the individual, firm, or project manager assigned to the project. (Documentation must be provided on this form and must be included with quote response.)

**Completed Project 1:**

Agency/company: \_\_\_\_\_

Current contact person at agency/company: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address of agency/company: \_\_\_\_\_

Name of project: \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Start date: \_\_\_\_\_ Completion date: \_\_\_\_\_

(month/year)

(month/year)

**Completed Project 2:**

Agency/company: \_\_\_\_\_

Current contact person at agency/company: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address of agency/company: \_\_\_\_\_

Name of project: \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Start date: \_\_\_\_\_ Completion date: \_\_\_\_\_

(month/year)

(month/year)



**Completed Project 3:**

Agency/company: \_\_\_\_\_

Current contact person at agency/company: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address of agency/company: \_\_\_\_\_

Name of project: \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Start date: \_\_\_\_\_ Completion date: \_\_\_\_\_

(month/year)

(month/year)