



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 www.sjrwmd.com.

WRITTEN QUOTATION REQUEST

Date: February 21, 2019
To: Potential Respondents
From: Debi Edwards CPPB,
Fax #: 386-329-4546 Voice #: 386-329-4866 Email: dkedwards@sjrwmd.com
Subject: Quotation Request #34270: Repair and Replacement / Lighting at District Recreation Sites

Interested Firms

The District is requesting quotes for the above referenced project. 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, fax or email your quote by **5:00 pm Thursday March 7, 2019**. Reproductions of the cost schedule may be used to submit a price. All quotes must either be submitted as an attachment to an email addressed to Debi Edwards, Procurement Specialist, at dkedwards@sjrwmd.com or faxed to (386) 329-4546.

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 is required to hold any certifications or licenses as required by the State of Florida to perform this work.

Once quotes are received, staff will review each quote and will make a recommendation for award based on the lowest grand total amount for the entire project, meeting all requirements specified in this quotation request.

If you have any further questions, please contact me at (386) 329-4866 or at dkedwards@sjrwmd.com.

Thank you for your consideration of this request.

Exhibit 1 – Statement of Work
Exhibit 2 - Quote Cost Schedule
Exhibit 3 – Qualification Form
Exhibit 4 – Insurance Requirements

GOVERNING BOARD

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Allan Roberts
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Ref: QR 34270 Repair Lighting Rec Sites

NOTE: Please check the box provided if you are unable to provide a quotation for this service at this time and return by fax (386) 329-4546 to my attention or e-mail to dkedwards@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
LIGHTING AT PUBLIC RECREATION AREAS AND BOAT RAMPS**

I. INTRODUCTION BACKGROUND:

The St. Johns River Water Management District maintains water control structures and public recreation sites within the Blue Cypress Conservation Area and the Three Forks Marsh Conservation Area which are located in Indian River and Brevard Counties in the State of Florida. Parking areas and boat ramps provide access to District properties and recreational opportunities to the public 24 hours a day 7 days a week. Lighting these areas into the evening and again in pre-dawn hour is important for safe use of these areas.

II. OBJECTIVES:

The objective is to provide lighting to improve the safety and usefulness of parking areas and boat ramps.

III. SCOPE:

Contractor shall furnish all materials, labor, transportation including any necessary equipment to remove old lighting structures and install appropriate and operational lighting at the recreation sites listed below:

1. Tom Lawton Recreation Area: Remove three solar systems and light fixtures on existing poles, provide and install a new and complete solar system with LED light fixture capable of lighting the parking area for at least two hours after sunset and two hours before sunrise for each pole.
2. Blue Cypress Recreation Area: Remove existing solar system and light fixture on existing pole, provide and install a new and complete solar system with LED light fixture capable of lighting the parking area for at least two hours after sunset and two hours before sunrise.
3. Fellsmere Grade Recreation Area: Remove existing damaged fixtures, provide and install three new and complete lighting systems with LED area light fixtures with an appropriate brightness for the parking area.

NOTE: No hunting or fishing allowed on job site. It is the responsibility of the Contractor to contact the local County Animal Control and/or the Florida Fish & Wildlife Conservation Commission for any problems with nuisance animals that may interfere with work at these sites.

IV. TASK IDENTIFICATION:

Contractor Responsibilities:

- Install appropriate and operational lighting at the recreational areas listed above
- Contractor shall consult with District's Project Manager for inspection and approval of work quality being accomplished before leaving the site. Contractor shall remove, replace or repair work that fails to meet the standards as set forth in this Statement of Work.
- Contractor is responsible for notifying the District's Project Manager not more than 96 hours and not less than 72-hours prior to initiating any work. This notification is necessary to arrange verification of completed work by District's inspection staff.

- Remove and properly dispose of all materials and trash generated from the work
- Perform a joint inspection with the District's Project Manager of each site
- Responsible for any damage that Contractor has caused to District property
- Demobilize from District property upon completion of the job

District Responsibilities:

- Provide maps for each location site
- Provide access by a key or temporary lock combination for access to the project field sites
- Perform a joint inspection with Contractor of each site prior to, and upon completion of work

V. TIMEFRAMES & DELIVERABLES:

Contractor shall mobilize and initiate work within 14 days of execution of the Contract and shall be completed within 30 days.

Payment shall be made upon completion of work at all sites, and approval by the District Project Manager.

VI. PROJECT MANAGEMENT

Andy Kohler, Land Management Specialist
Land Management South Region – Land Properties
(321) 676-6601 Office
(321) 863-1328 Cell

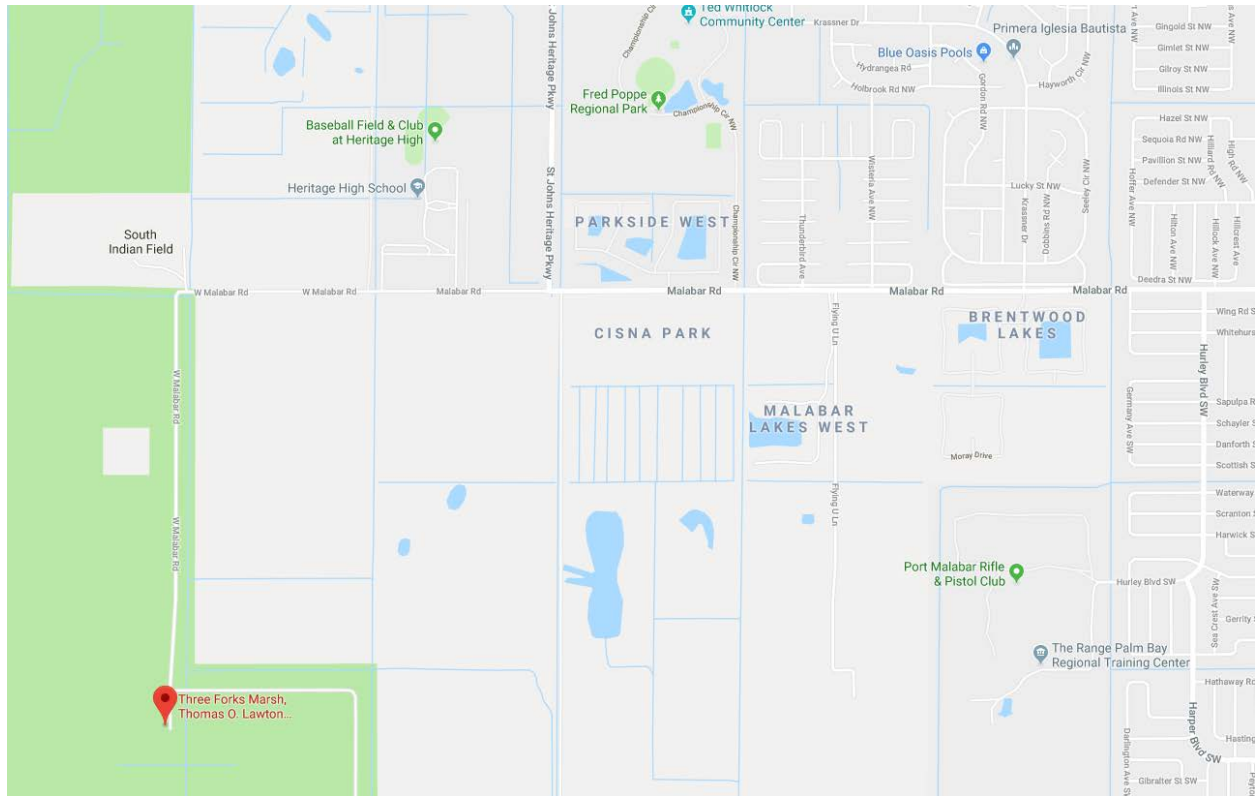
VII. DIRECTIONS:

Fellsmere Grade Recreation Area (Stick Marsh boat ramp). From Palm Bay or Fellsmere, Florida, take Babcock St. (CR 507) to Fellsmere Grade Road. Turn west on Fellsmere Grade Road, travel approximately six (6) miles to Blue Cypress Conservation Area.

Blue Cypress Recreation Area (512 Recreation Area boat ramp). Take Babcock Street (CR 507) south to (CR 512) turn right travel approximately eight (8) miles to 512 Recreation Area.

Tom Lawton Recreation Area. From Palm Bay, Florida, take Babcock Street (CR 507) to Malabar Road travel west eight (8) miles to Three Forks Marsh Conservation Area.

Tom Lawton Recreation Area



Western end of Malabar Rd. Palm Bay, FL

- **Remove existing solar systems (3) and light fixture on existing poles**
- **Provide and install three new and complete solar systems w/LED area light fixtures**

Blue Cypress Recreation Area "512"

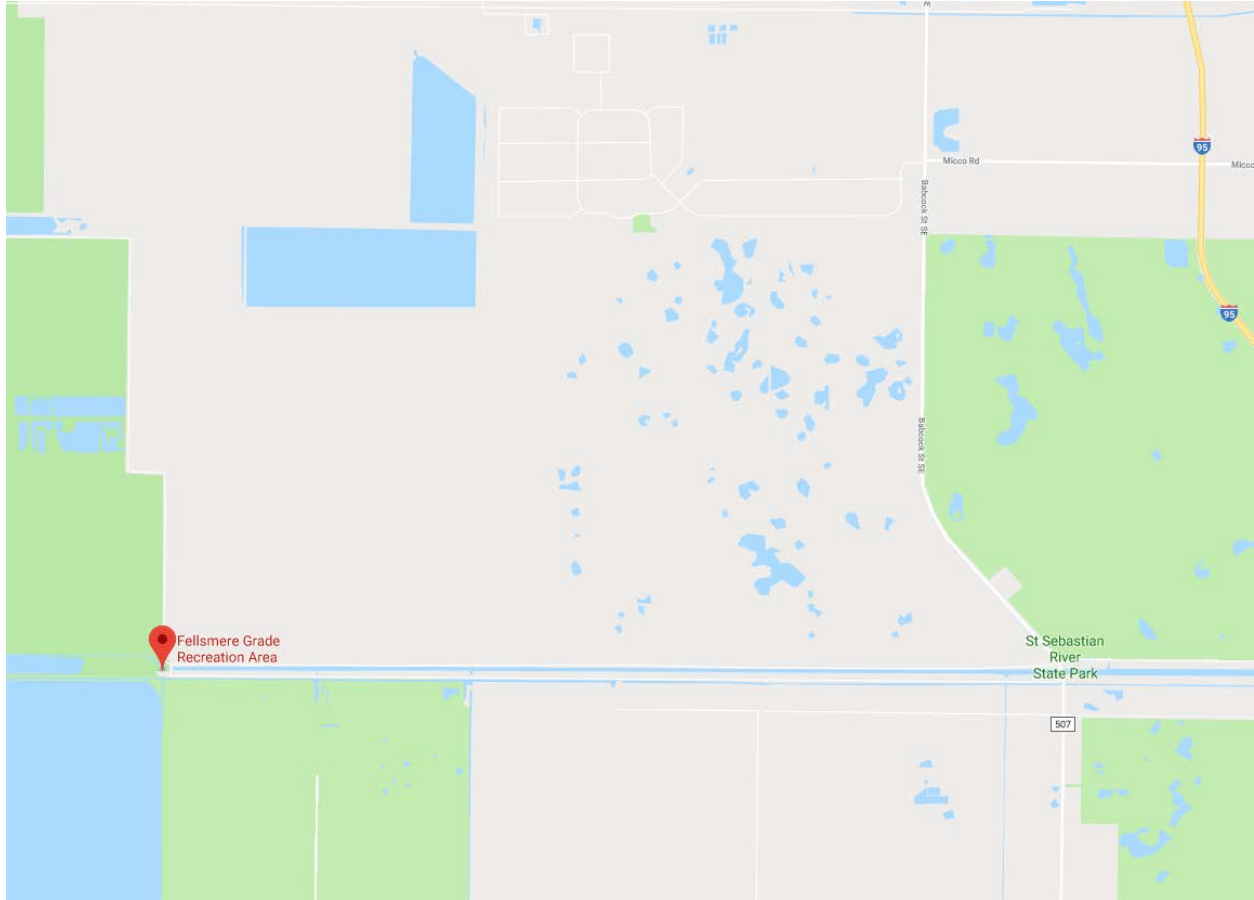


On the west side of Hwy. 512, 1.5 miles north of Hwy 60 in Indian River County.

- **Remove existing solar system and light fixture on existing pole**
- **Provide and install a new and complete solar system w/LED area light fixture**

Fellsmere Grade Recreation Area

“Stick Marsh”



West of Babcock Road on the South side of C-54 Canal (Fellsmere Grade). Southern end of Brevard County.

- **Remove damaged fixtures**
- **Provide and install three new and complete lighting systems w/LED area light fixtures**

**EXHIBIT 2 - QUOTE COST SCHEDULE
REPAIR REPLACEMENT / LIGHTING RECREATION SITES
(Note: This page must be submitted with response.)**

DUE NO LATER THAN 5:00 PM, THURSDAY MARCH 5, 2019- RESPONSES SHALL BE SUBMITTED TO THE PROCUREMENT SPECIALIST AS IDENTIFIED ON THE FIRST PAGE OF THIS REQUEST.

(This includes all labor, materials, and all other related cost to complete the work)

_____ Total Lump Sum Cost

I HEREBY ACKNOWLEDGE, as 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.

RESPONDENT (FIRM NAME)

ADDRESS

SIGNATURE

TYPED NAME & TITLE

TELEPHONE NUMBER

EMAIL ADDRESS

EXHIBIT 3- QUALIFICATION FORMS REPLACEMENT OF TEN VAV BOXES

QUALIFICATION - GENERAL
(This form to be included with quote submittal)

As part of the bid, 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: _____

Has Respondent previously been engaged in the same or similar business under another firm or trade name?

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.

LETTER AGREEMENT INSURANCE REQUIREMENTS

Consultant shall acquire and maintain until completion of the Work the insurance coverage listed below, which constitutes primary coverage. Consultant shall not commence the Work until the District receives and approves Certificates of Insurance documenting required coverage. **Consultant's General Liability policy shall name the St. Johns River Water Management District ("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. Consultant 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 workers' compensation, if applicable, in not less than the minimum limits required by Florida law. If Consultant claims an exemption from workers' compensation coverage, Consultant must provide a copy of the Certificate of Exemption from the Florida Division of Workers' Compensation for all officers or members of an LLC claiming exemption who will be participating in the Work. In addition, Consultant must provide a completed District "Affidavit (Non-Construction)" for non-construction contracts.
- (b) **General Liability.** Commercial General Liability Insurance on an "Occurrence Basis," with limits of liability not less than \$500,000 for personal injury, bodily injury, and property damage. Coverage shall include: (1) liability, (2) products and completed operations, (3) independent contractors, and (4) property in the care, control, or custody of Consultant. Extensions shall be added, or exclusions deleted to provide the necessary coverage.
- (c) **Automobile Liability.** Minimum requirements of Florida law.