

REQUEST FOR PROPOSAL (RFP #11-0027)

FOR

DREDGING SERVICES HERNANDO BEACH CHANNEL PROJECT

FOR

**HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA**

TO BE SUBMITTED TO:

**HERNANDO COUNTY
PURCHASING AND CONTRACTS DEPARTMENT
20 NORTH MAIN STREET, ROOM 365
BROOKSVILLE, FL 34601-2893**

SEALED QUALIFICATIONS MUST BE SUBMITTED BY:

5:00 P.M., MONDAY

FEBRUARY 28, 2011

**SEALED PRICE and a DESCRIPTION OF MEANS AND METHODS OF PROJECT
COMPLETION MUST BE SUBMITTED BY:**

5:00 P.M., FRIDAY

MARCH 04, 2011

**ORAL PRESENTATIONS WILL BE HEARD BY THE BOARD OF COUNTY
COMMISSIONERS:**

BEGINNING AT 9:00 A.M., MONDAY

MARCH 7, 2011

**BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA**

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I. INSTRUCTIONS TO PROPOSERS

Qualified firms are invited to submit qualifications and proposals to furnish **DREDGING SERVICES** for Hernando County by replying to the enclosed solicitation. In order for your proposal to be considered, you must fill in completely all items in this solicitation.

The procedures for this solicitation are as follows:

Step 1) Firms are to submit qualifications by **February 28, 2011 at 5:00 P.M.** for the following;

a) Resumes of management staff assigned to the project. To include education, employment background, recent relevant experience (past 5 years).

b) A minimum of five (5) references from completed similar sized or larger projects, shall include; Business name or government entity and mailing address, contact information (name and title, phone and email address), project name and total project cost, year completed.

c) List of company owned or leased equipment that might be utilized in the performance of the awarded contract. Equipment list shall include; is equipment owned or leased, type of equipment, manufacturer's name, model number and year manufacture. (See Attachment C)

d) Letters from both the firm's Bonding Company and Insurance Provider that your firm can be bonded for the project amount and insured for the minimums required in this Request for Proposals.

e) Proposers shall identify all sub-contractors that will be used where total compensation exceeds Five hundred thousand dollars (\$500,000) per sub-contractor. List their company name, address, and the work to be performed.

f) Provide a summary of all litigation filed against the Offeror in the past five years related to the services that Offeror provides in the regular course of business. The summary shall state the nature of the litigation, a brief description of the case, the outcome or projected outcome, and the monetary amount involved.

g) Identify the Offeror's type of business entity (e.g., sole proprietorship, partnership, corporation, etc.). Identify where the business entity is incorporated.

These submittals shall be in a sealed package clearly marked "Qualifications" RFP number and due date.

Step 2) Firms are to submit by **March 04, 2011 at 5:00 P.M.** the following:

a) Cost Proposal, a single cost for all proposed contracted services

b) Offeror shall provide a summary of approximately 500 words of their means and methods for successfully completing the project.

These submittals shall be in a sealed package clearly marked "Cost Proposal" the RFP number and due date. If more than one package is submitted, they should be marked 1 of 2, etc.

Step 3) All submitting firms will provide oral presentations to the Hernando Board of County Commissioners on **March 7, 2011 beginning at 9:00 A.M.** Presentations shall be in the order established from a lot drawing held on **March 1, 2011 at 12:00 noon** in Purchasing Department Conference Room in the Government center.

All Qualifications and Cost Proposals must be submitted in **EIGHT (8) copies (one identified ORIGINAL plus SEVEN additional copies)** to:

**HERNANDO COUNTY
PURCHASING AND CONTRACTS DEPARTMENT
20 NORTH MAIN STREET, ROOM 365
BROOKSVILLE, FL 34601-2893
ATTENTION: J. MATT PERRY, CHIEF PROCUREMENT OFFICER**

Qualifications and Sealed Cost Proposal – Description of Means and Methods of Project Completion shall be submitted in separate sealed packages clearly marked with the Proposal Identified as “Qualifications” or Cost Proposal” RFP number and due date. If more than one package is submitted, they should be marked 1 of 2, etc.

Sealed Qualifications and Cost Proposals – Description of Means and Methods of Project Completion must be received at the above address **no later than the dates times specified.** Late submissions of Qualifications and/or Cost Proposal – Description of Means and Methods of Project Completion will not be considered, regardless of the reason.

INTERPRETATION OF SPECIFICATION

During the proposal period, questions of interpretation and clarification of solicitation documents should be submitted in writing via fax or email to: J. Matt Perry, Chief Procurement Officer, at (352) 754-4199 or jenningsp@hernandocounty.us. Technical questions concerning the project should be directed via fax or email to: Susan Goebel, County Engineer, at (352) 754-4469 or sgoebel@hernandocounty.us

Any questions answered during the proposal period, if said answer affects the essence of the proposal, will be incorporated in an addendum, that will be posted to Hernando County's website at <http://www.hernandocounty.us/Pur/PDFnob/notice.asp>. No verbal instructions or interpretations will be made other than indicated above. Firm's are warned that it is their responsibility to visit the County's website to view and acknowledge addendums.

NO REQUEST FOR INFORMATION OR ANSWERS TO QUESTIONS WILL BE ACCEPTED AFTER 12:00 NOON, ON FEBRUARY 24, 2011.

PLEASE NOTE: NO PART OF A PROPOSAL MAY BE SUBMITTED BY FAX or EMAIL.

II. GENERAL INFORMATION FOR OFFEROR'S

REQUEST FOR PROPOSAL

This Request for Proposal (RFP) provides interested vendors with sufficient information to enable them to prepare and submit their firm's Qualifications for staff review, Cost Proposal and Oral Presentation for consideration by Hernando County Board of County Commissioners.

This RFP contains instructions governing the Qualifications and Sealed Price – Description of Means and Methods of Project Completion and Oral Proposals to be provided, requirements that must be met for eligible consideration, general evaluation criteria, and other requirements to be met by each proposal.

The County reserves the right to accept or reject any or all proposals received as a result of this request, or to negotiate separately with competing contractors, and to waive any informalities, defects, or irregularities in any proposal.

The County reserves the right to accept the price proposal of a vendor other than that of the lowest Offeror.

Oral presentations should address the Offeror's plan to accomplish the project, providing a straightforward, concise description of the vendor's ability to meet the requirements of the RFP.

To be considered, vendors must submit a complete response to this RFP using the format provided. Each qualification proposal and cost proposal must be submitted in **eight (8)** copies. They shall be identified with the RFP Number and Date Required and designated if it is "Qualifications" or "Cost Proposal – Description of Means and Methods of Project Completion". An official authorized to bind the vendor to its provisions must sign the proposals.

CONTRACTUAL CONDITIONS

For this RFP, the written "Qualification", "Cost Proposal – Description of Means and Methods of Project Completion" and "Oral Presentation" must remain valid for at least thirty (30) days. Moreover, the contents of the written and oral presentation of the successful Offeror may become contractual obligations if a contract is entered into.

The amount for the services to be rendered will be negotiated with the firms as ranked by the Hernando Board of County Commissioners, and said firm will be required to enter into a formal agreement with the County. The County reserves the right to delete or amend any of the services as listed and described in this RFP.

If a satisfactory contract cannot be negotiated with the highest ranked firm, negotiations will be formally terminated. Contract negotiation will then be started with second highest ranked firm.

The content of the RFP Qualifications and the successful vendor's Cost Proposal – Description of Means and Methods of Project Completion and the record of the Oral Presentation will become an integral part of the contract, but may be modified by the provisions of the contract.

The successful vendor **is** required to include a disclosure statement of any potential conflicts of interest that the firm may have due to other clients, contracts, or interest associated with this project with their Qualifications submission.

The selected vendor will be required to assume responsibility for all services offered in the written and oral presentation whether or not she/he provides them. Further, Hernando County will consider the selected vendor to be the sole point of contact with regard to contractual matters.

News releases pertaining to this project will not be made without prior County approval.

KNOWLEDGE OF CONDITIONS

At the time of oral presentation, each Offeror will be presumed to have read and to be thoroughly familiar with the specifications of this RFP.

The Offeror shall satisfy himself as to the nature of the work and general and local conditions. He or she shall gain full knowledge of working conditions and other facilities in the area, which will have a bearing on the performance of his or her work. Any failure by the Offeror to acquaint himself/herself with all of the available information shall not relieve the Offeror from any responsibility for performing all work properly. **No additional compensation shall be allowed for conditions increasing the Offeror's cost, which were not known, or should have been known, or anticipated by, that Offeror when submitting their Cost Proposal – Description of Means and Methods of Project Completion.**

The County may consider non-responsive any proposal not prepared and submitted in accordance with the provisions hereof. Offeror's shall understand that the County will not be responsible for any errors or omissions by the Offeror in the presentation of the response.

All materials submitted become the property of the County, and may be returned only at the County's option. The County has the right to use any or all ideas presented in any reply to the RFP. Selection or rejection of the proposal does not affect this right.

CRITERIA FOR SELECTION

All Statements of Qualifications timely received from vendors prior to oral presentations will be reviewed and investigated by Hernando County Staff. Staff will advise Commissioners as to their investigations of qualifications submitted by Offeror's. Project means and methods will remain sealed until the Board Convenes on March 7, 2011 at 9:00 A.M.

The following criteria will be of major importance in ranking firms from oral presentations:

	<u>Points</u>
A. Describe the technical approach in performing the scope of work including a detailed outline of the proposed program and identification of potential problem areas and approach to resolving them, including proposed means and methods. Indicate timelines and deadlines.	25
B. Provide resumes of staff assigned to this project indicating education, background and recent relevant experience (within the last five years) performing similar services. Identify all key personnel assigned to this project and the estimated amount of time to be devoted to the project. Describe the ability of the Offeror to completely satisfy the requirements in this RFP. (Note: key personnel assigned to this project may not be replaced without prior written approval from Hernando County and submission of resume of the approved proposed replacement.	20
C. Total Cost for Services.	20
D. Describe Offeror's experience in performing similar services within the last five years.	20
E. Describe Offeror's organization size, financial stability, ability to manage this contractual effort and the length of service in the industry.	10
F. Responses from client references.	5
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TOTAL POINTS:	100

OFFEROR'S WARRANTY

The undersigned person warrants that:

1. She/he is an officer of the organization.
2. She/he has carefully examined the RFP, and any other documents accompanying or made a part of this RFP.
3. She/he is authorized to offer a proposal in full compliance with all requirements and conditions as set forth in the RFP.
4. She/he has fully read and understands the RFP and has full knowledge of the scope, nature, quantity and quality of the work to be performed, and the requirements and conditions under which the work is to be performed.
5. By submitting his/her proposal, the Proposer affirms that the proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; the Proposer has not directly or indirectly induced or solicited any other person to submit a false or sham proposal; the Proposer has not solicited or induced any person, firm or corporation to refrain from submitting a proposal; and the Proposer has not sought by collusion to obtain for him/herself any advantage over other persons or over the County.

OFFEROR:

BY: _____
(SIGNATURE)

(PRINT NAME & TITLE)

(NAME OF COMPANY)

(ADDRESS)

(CITY, STATE, ZIP CODE)

TELEPHONE FAX EMAIL

III. VENDOR INFORMATION

PURPOSE

Hernando County, is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to provide DREDGING SERVICES, for the County's Board of County Commissioners, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

ELIGIBILITY

To be eligible to respond to this RFP, the proposing firm must demonstrate conclusively that they, or the principals/key personnel assigned to the project, have successfully completed services, similar in size, scope and complexity to those specified in the Scope of Services section of this RFP.

VARIANCES

While Hernando County allows Contractors to take variances to the RFP terms, conditions, and specifications, the number and extent of variances taken will be considered in determining proposal responsiveness and in allocating proposal evaluation points.

PUBLIC ENTITY CRIMES

Any person submitting a bid or proposal in response to this invitation certifies that they are aware of, and in compliance with, all requirements under **Section 287.133, Florida Statutes**, On Public Entity Crimes. Prior to award, the recommended vendor may be required to submit a sworn statement attesting to compliance with said statute.

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime 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 s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

PUBLIC RECORDS

Florida law provides that county records shall at all times be open for personal inspection by any person, Section 119.01, F.S., The Public Records Law. Information and materials received by Hernando County in connection with all Offeror's' responses shall be deemed to be public records subject to public inspection upon award, recommendation for award or 10 days after proposal opening, whichever occurs first. However, certain exemptions to the public records law are statutorily provided for in Section 119.07, F.S. Therefore, if the Offeror believes any of the information contained in his or her response is exempt from the Public Records Law, then the Offeror must in his or her response specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption; otherwise, the County will treat all materials received as public records.

ADDITIONAL ITEMS/SERVICES

The County may require additional items or services of a similar nature, but not specifically listed in a contract resulting from this RFP. The Contractor agrees to provide such items or services, and shall provide the County prices on such additional items or services based upon a formula or method that is the same or similar to that used in establishing the prices in this proposal. If the price(s) offered are not acceptable to the County, and the situation cannot be resolved to the satisfaction of the County, the County reserves the right to procure those items or services from other vendors.

CONTRACT TERM

The contract term shall commence upon final approval by the Board of County Commissioners and execution of the contract by the County and shall be through December 31, 2011. The contract is anticipated to begin on or about March 15, 2011. The County reserves the right to extend the contract for an additional term if permitted by Florida Department of Transportation and Federal and State agencies, all terms and conditions remain the same, and such extension must be approved by the County.

PROPOSED COST

The total Proposed Cost shall be based upon a Negotiated Price and the successful and timely completion of the project.

IV. GENERAL CONDITIONS

CONTACT

After the issuance of this Request for Proposal (effective as of February 17, 2011), PROSPECTIVE PROPOSERS SHALL NOT CONTACT, COMMUNICATE WITH OR DISCUSS ANY MATTER RELATING IN ANY WAY TO THE REQUEST FOR PROPOSAL WITH ANY BOARD OF COUNTY COMMISSIONERS OR ANY EMPLOYEE OF HERNANDO COUNTY OTHER THAN THE CHIEF PROCUREMENT OFFICER OR DIRECTOR OF TRANSPORTATION SERVICES. This prohibition begins with the issuance of any Request for Proposal and ends upon execution of the final contract. Such communications initiated by a Proposer shall be grounds for disqualifying the offending Proposer from consideration for award of the proposal and/or any future proposal.

INDEMNIFICATION

The firm shall, in addition to any other obligation, indemnify the County and to the fullest extent permitted by Florida law, protect, defend, indemnify and hold harmless the County, their agents, elected officials and employees from and against all claims, actions, liabilities, loses, costs arising out of any actual or alleged bodily injury, sickness, disease or death, or injury to or destruction of tangible property including the loss of use resulting there from, or any other damage or loss arising out of or resulting from or claims to have resulted in whole or in part from any actual or alleged act or omission of the consultant, any subcontractor, anyone directly or indirectly employed by any of them, of anyone for whose acts any of them may be liable in the performance of the work; or violation of law, statute, ordinance, governmental administration order, rule, regulation or infringement of patent rights by the firm in the performance of the work; or liens, claims or actions made by the firm or any subcontractor or other party performing the work.

INSURANCE REQUIREMENTS

The selected firm, if any, shall maintain, at all times, the following minimum levels of insurance and; shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverage's and amounts of coverage not less than those set forth below. Provide to the County original Certificates of Insurance satisfactory to the County to evidence such coverage before any work commences. The County, a political subdivision of the State of Florida, must be named as an additional insured with respect to liability arising from the work from this RFP for Automobile and General Liability policies of insurance, excluding workers' compensation and professional liability. The selected firm must also provide a waiver of subrogation with regards to liability arising from the work from this RFP for Automobile, General Liability, and Employers Liability policies of insurance. All insurance coverage shall be written with a company having an A.M. Best Rating of at least the "A" category and size category of VIII. The firm's self-insured retention or deductible per line of coverage shall not exceed \$25,000 without the permission of the County. The Certificates must clearly state that Hernando County, a political subdivision of the State of Florida, is an additional named insured with respect to liability arising from the work described in this RFP. Such certificates of insurance provide that there shall be no termination, non-renewal modification or expiration of such coverage without thirty (30) calendar days prior written notice to the County. In the event of any failure by the firm to comply with the provisions; the County may, at its option, on notice to the firm suspend the project for cause until there is full compliance. Alternatively, the County may purchase such insurance at the firm's expense, provided that the County shall have no obligation to do so and if the County shall do so, the firm

shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverages.

Minimum Requirements

General Liability- Occurrence Form

1,000,000 each occurrence

2,000,000 aggregate

2,000,000 products and completed aggregate.

500,000 Fire Legal Liability

1,000,000 advertising injury

Commercial Auto

1,000,000 Combined Single Limit

Statutory PIP 10/20/10

Workers' Compensation

1M/1M/1M

Experience MOD not in excess of 1.25

Site Specific Pollution Liability

1,000,000 minimum

Umbrella or Excess Liability

1,000,000 (Umbrella must go over GL, Auto, & WC)

Longshoremen's Insurance

1,000,000 minimum

Compliance with these insurance requirements shall not relieve or limit the contractor's liabilities and obligations under this contract. Failure of the County to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the County to identify a deficiency from evidence provided will not be construed as a waiver of the contractor's obligation to maintain such insurance.

PERFORMANCE and PAYMENT BOND

The successful contractor shall furnish to the County, and keep current, a performance and payment bond for the faithful performance of the contract and all obligations arising hereunder in the amount of One Hundred Percent (100%) of the Project Cost in a form acceptable to the

County. The Performance and Payment Bond shall be executed by a surety company licensed to do business in the State of Florida; having an "A" or better rating by A.M. Best or Standard and Poors and included on the list of surety companies approved by the Treasurer of the United States.

PUBLIC ENTITY CRIMES STATEMENT

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid/proposal on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids 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 Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. By submitting this proposal, the Proposer hereby certifies that they have complied with said statute.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

The County is an equal opportunity/affirmative action employer. The County is committed to equal opportunity employment effort; and expects firms that do business with the County to have a vigorous affirmative action program.

WOMEN/MINORITY BUSINESS ENTERPRISE OUTREACH

The County hereby notifies all Proposers that W/MBE's are to be afforded a full opportunity to participate in any request for proposal by the County and will not be subject to discrimination on the basis of race, color, sex or national origin.

AFFIRMATION

By submitting his/her proposal, the Proposer affirms that the proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; the Proposer has not directly or indirectly induced or solicited any other person to submit a false or sham proposal; the Proposer has not solicited or induced any person, firm or corporation to refrain from submitting a proposal; and the Proposer has not sought by collusion to obtain for him/herself any advantage over other persons or over the County.

PROPOSAL COSTS

Neither the County nor its representative(s) shall be liable for any expenses incurred in connection with preparation of a response to the RFP. Proposers should prepare their proposals simply and economically, providing a straightforward and concise description of the Proposer's ability to meet the requirements of the RFP.

ADDENDA

The County may record its responses to inquiries and any supplemental instructions in the form of written addenda. The County may email written addenda before the date fixed for receiving the proposals. Offerors shall view the County's website, Purchasing Division to ascertain whether any addenda have been issued. Failure to do so could result in an unresponsive proposal. Oral explanations given before the RFP opening shall not be binding upon the County. All inquiries shall be in writing and emailed or faxed to the Purchasing and Contract Department, J. Matt Perry, Chief Procurement Officer at jenningsp@hernandcounty.us/pur or fax to 352 754-4199.

CODE OF ETHICS

If any Proposer violates or is a party to a violation of the code of ethics of Hernando County or the State of Florida, with respect to this proposal, such Proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and shall be further disqualified from bidding on any future proposals for work, goods, or services for the County.

DRUG FREE WORKPLACE

Preference shall be given to businesses with Drug Free Workplace (DFW) programs. Whenever two or more proposals, which are equal with respect to price, quality and service, are received by the County for the procurement of commodities or contractual services, a proposal received from a business that has provided a statement that it is a DFW shall be given preference in the award process.

APPLICABLE LAWS AND COURTS

This RFP and any resulting agreement shall be governed in all respects by the laws of the State of Florida and the Hernando County Code of Ordinances. In the event of any claim, dispute, action or appeal arising under or related to this RFP and/or any resulting agreement, each party shall bear their own attorney's fees and costs, and venue shall be limited solely to the courts of Hernando County, Florida, or the United States District Court, Florida Middle District, Tampa Division. The Offeror shall comply with all applicable federal, state and local laws and regulations at all times in connection with this RFP and any resulting agreement.

CONTRACT

All contracts are subject to final approval of the Hernando County Board of County Commissioners. Persons or firms that incur expenses or change position in anticipation of a contract prior to the Board's approval do so at their own risk.

PROPRIETARY INFORMATION

In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State and Federal Law, all Offerors should be aware that Request for Proposals and the responses thereto are in the public domain. However, the Proposers are requested to identify specifically any information contained in their proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law.

All proposals received from Proposers in response to this Request for Proposal will become the property of the County and will not be returned to the Proposers. In the event of contract award, all documentation produced as part of the contract will become the exclusive property of the County.

PROPOSAL /ACCEPTANCE PERIOD

A proposal shall be binding upon the Offeror and irrevocable by it for thirty (30) calendar days following the proposal opening date. Any proposal in which Offeror shortens the acceptance period may be rejected.

ADDITION/DELETION

The County reserves the right to add to or delete any item from this proposal or resulting agreements when deemed to be in the best interest of the County.

LIMITATIONS

The County reserves the right to revise, amend or withdraw this proposal at any time to protect its interest. Proposers will not be compensated by the County for costs incurred in preparation of responses to this RFP.

IV. PROPOSAL FORMAT and TIMELINES

STEP ONE

Qualifications

Firms are to submit qualifications **NO LATER** then **Monday, February 28, 2011 by 5:00 P.M. Local Time** for the following;

- a) Resumes of management staff assigned to the project. To include education, employment background, recent relevant experience (past 5 years).
- b) A minimum of three (3) references from completed similar sized or larger projects, shall include; Business name or government entity, mailing address, contact information (name and title, phone and email address), project name, total project cost and year completed.
- c) List of company owned or leased equipment that would be utilized in the performance of the contract. Equipment list shall include; is equipment owned or leased, type of equipment, manufacturer's name, model number and year manufacture.
- d) Letters from both the firm's Bonding Company and Insurance Provider that your firm can to bonded for the project amount, Performance Bond (see page 13) and insured for the minimums required in Insurance Requirements (see page 12).
- e) Proposers shall identify all sub-contractors that will be used where their total compensation exceeds Five hundred thousand dollars (\$500,000). List their company name, address, and the work to be performed.
- f) Provide a summary of all litigation filed against the Offeror in the past three years related to the services that Offeror provides in the regular course of business. The summary shall state the nature of the litigation, a brief description of the case, the outcome or projected outcome, and the monetary amount involved.
- g) Identify the Offeror's type of business entity (e.g., sole proprietorship, partnership, corporation, etc.). Identify where the business entity is incorporated.

STEP TWO

Project Cost and Proposal

Firms are to provide **NO LATER** then **March 04, 2011 at 5:00 P.M.**

- a) Cost Proposal, shall be a single Dollar figure for all proposed work to be performed under the negotiated contract.

- b) Offeror shall provide a summary of approximately 500 words of their means and methods for successfully completing the project.

- c) Statement acknowledging receipt of each addendum (if any) issued by the County.

STEP THREE

Presentations shall be in the order established from a lot drawing held on **March 1, 2011 at 12:00 noon** in Purchasing Department Conference Room in the Government center.

Oral presentation

Firms shall present to the Hernando County Board of County Commissioners (five members) Oral Presentations beginning **at 9:00 A.M. March 7, 2011**. Each oral presentation shall be allotted forty-five minutes for presentation. There shall be a fifteen-minute (15) question and answer period for County Commissioners. A fifteen-minute (15) break period for Commissioners, as firms are setting up and tearing down their presentation materials.

VI. EXHIBITS and ATTACHMENTS

I. EXHIBITS

- A. Scope of Services (17 Feb 2011) (See Exhibit A)**
- B. FDEP [Proposed] Permit No. 27-0292482-004 ("DRAFT" issued 15 Feb 2011) (See Exhibit B)**
- C. FDEP Notice of Intent to Issue Environmental Resource Permit No. 27-029482-004 (15 Feb 2011) (See Exhibit C)**
- D. US ACOE Geological Data on Channel Borings – Prepared by Wolf Technologies (13 Mar 2009) (See Exhibit D)**
- E. Project Drawings -- Channel Dredging and Waste-Water Treatment Plant Containment Site -- Prepared by Halcrow, Inc. (27 Feb 2009) (See Exhibit E)**
- F. Maintenance of Traffic Plans -- Hernando County Department of Public Works (20 Feb 2009) (See Exhibit F)**
- G. US ACOE Permit No. SAJ-2005-05553 (IP-SCW) (issued 30 Oct 2009) (See Exhibit G)**
- H. US ACOE Permit No. SAJ-2005-05553 (IP-SEG) (issued 26 May 2009) (See Exhibit H)**
- I. FDEP Permit No. 27-0292482-001 (Final issued 12 May 2009) (See Exhibit I)**
- J. FDEP Permit No. 27-0232733-008 (Final issued 24 Nov 2009) (See Exhibit J)**
- K. US ACOE Geological Data on Channel Borings (8 Nov 2010) (See Exhibit K)**
- L. Geotechnical Report - Prepared by Nodarse & Assoc. (31 Dec 2008) (See Exhibit L)**
- M. FDEP Permit No. 27-0232733-004 (Final issued 23 Feb 2007) (See Exhibit M)**
- N. FDEP Forms (See Exhibit N)**

II. ATTACHMENTS

- A. Equipment List (See Attachment A)**
- B. Performance and Payment Bond Letter of Commitment (See Attachment B)**
- C. Liability Insurance Letter of Commitment (See Attachment C)**
- D. Bid Schedule (See Attachment D)**