

CITY OF FELLSMERE, FLORIDA

REQUEST FOR PROPOSALS

FOR

DESIGN AND CONSTRUCTION

OF

ALLEYWAY GRADING

Issued by
City of Fellsmere, FL
REQUEST FOR PROPOSAL
APPLICATIONS DUE
April 23, 2024 at 2:00PM

Issue Date: March 11, 2024

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the City of Fellsmere City Clerk's office at 772-646-6301 at least five (5) working days prior to the solicitation opening. If you are hearing or speech impaired, please contact the City of Fellsmere TTD line at 772-783-6109.

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1. PROJECT OVERVIEW

The goal of this project is to treat stormwater and provide additional flood mitigation for North-South Alleys within the historic plat of Fellsmere, an approximate one square mile basin containing primarily residential single-family homes with no current treatment. The project is funded by two separate grants from the State of Florida: thus requiring separate work areas and billing.

The existing drainage conveyance system of ditches and canals accepts stormwater runoff from the original one square mile of historic Fellsmere with no formal treatment prior to discharge to the Sebastian River and ultimately the Indian River Lagoon. The project entails design and construction of a swale stormwater management system for certain alleys within the original plat of Fellsmere. The priority alleys chosen contain no swale or an inadequate swale due to size and slope and can be seen on Figures 1 and 2 contained herein. If funding allows, additional priority alleys are shown in Figures 3 and 4. A typical alleyway design is shown in Figure 5.

The proposed stormwater management system will include storage and treatment of stormwater runoff within the basin through a series of swales and piping for discharge to the Fellsmere Water Control District (FWCD) drainage conveyance system. As a retrofit, the treatment system does not have to meet SJRWMD standards for new construction and no permits are required.

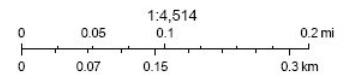
The project benefits the Indian River Lagoon by removing harmful pollutants such as sediment, nitrogen and phosphorus thus helping to attain and maintain water and sediment within the lagoon of sufficient quality to support a healthy estuarine ecosystem. By improving the water quality, the project will also help attain and maintain a functioning, healthy ecosystem which supports endangered and threatened species, fisheries, commerce, and recreation. The project also provides flood mitigation benefits.

Figure 1: Priority Alleyways for Grading (FDEP)



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- █ Override 1
- Municipal Boundaries
- Subdivisions
- Parcels
- Mobile Home Parks







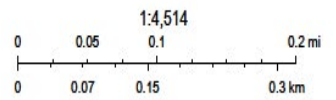
IRCGIS, IRCPA, IRCGIS, IRCPA

Figure 2: Priority Alleyways for Grading (Resilient Florida)

Priority Alleyway Grading - Resilient Florida Grant



-  Override 1
-  Municipal Boundaries
- Subdivisions
-  Parcels
-  Mobile Home Parks



IRCGIS, IRCPA, IRGIS, IRCPA

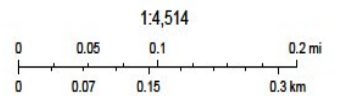
IRCGIS

Figure 3: Additional Alleyways for Grading (FDEP)

FDEP Secondary Map



- Override 1
- Municipal Boundaries
- Subdivisions
- Parcels
- Mobile Home Parks

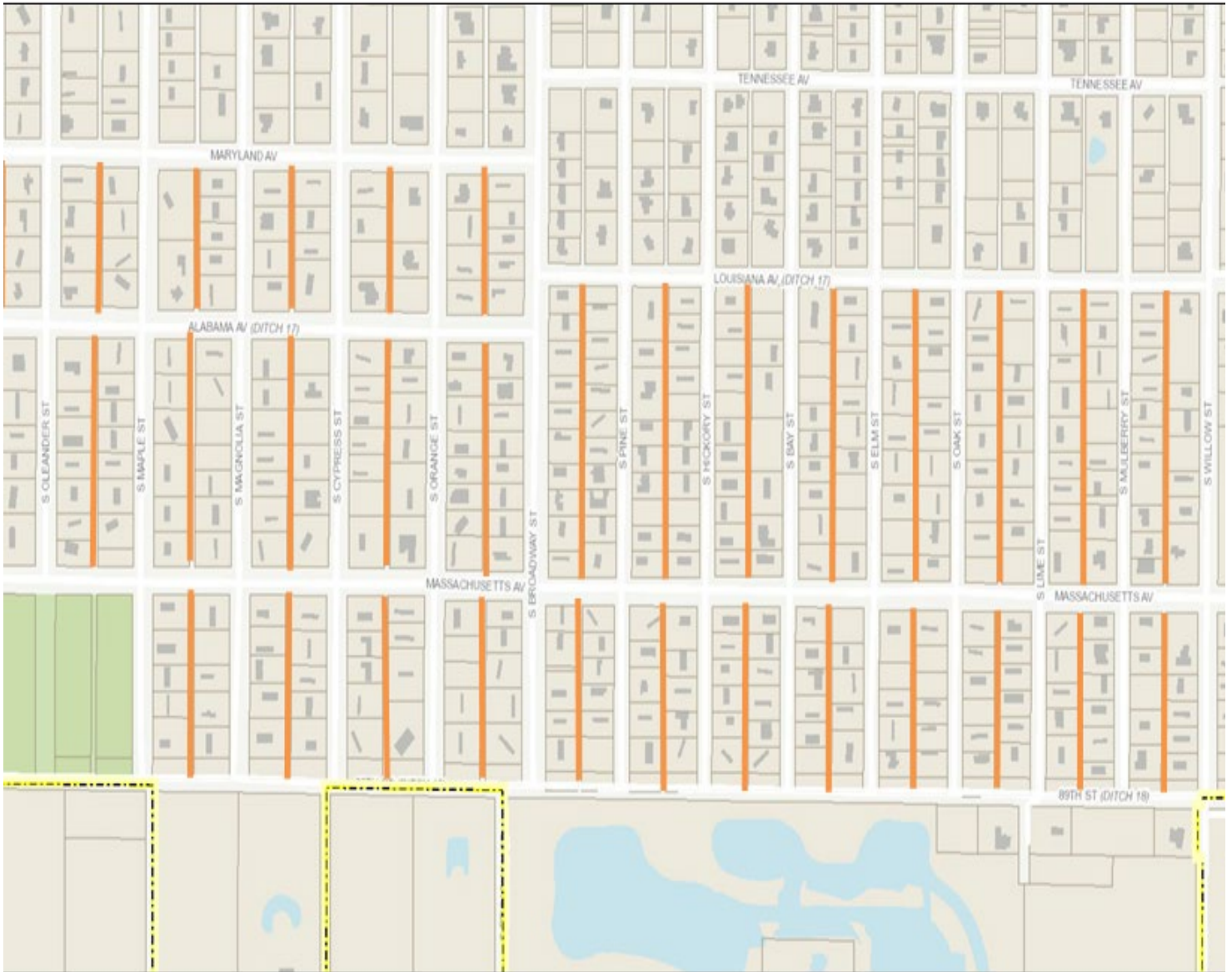







IRCGIS, IRCGIS, FDOT, USDA, IRCPA

IRCGIS

Figure 4: Additional Alleyways for Grading (Resilient Florida)

Resilient Florida Secondary Map



-  Override 1
-  Municipal Boundaries
-  Subdivisions
-  Parcels
-  Mobile Home Parks

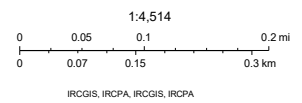
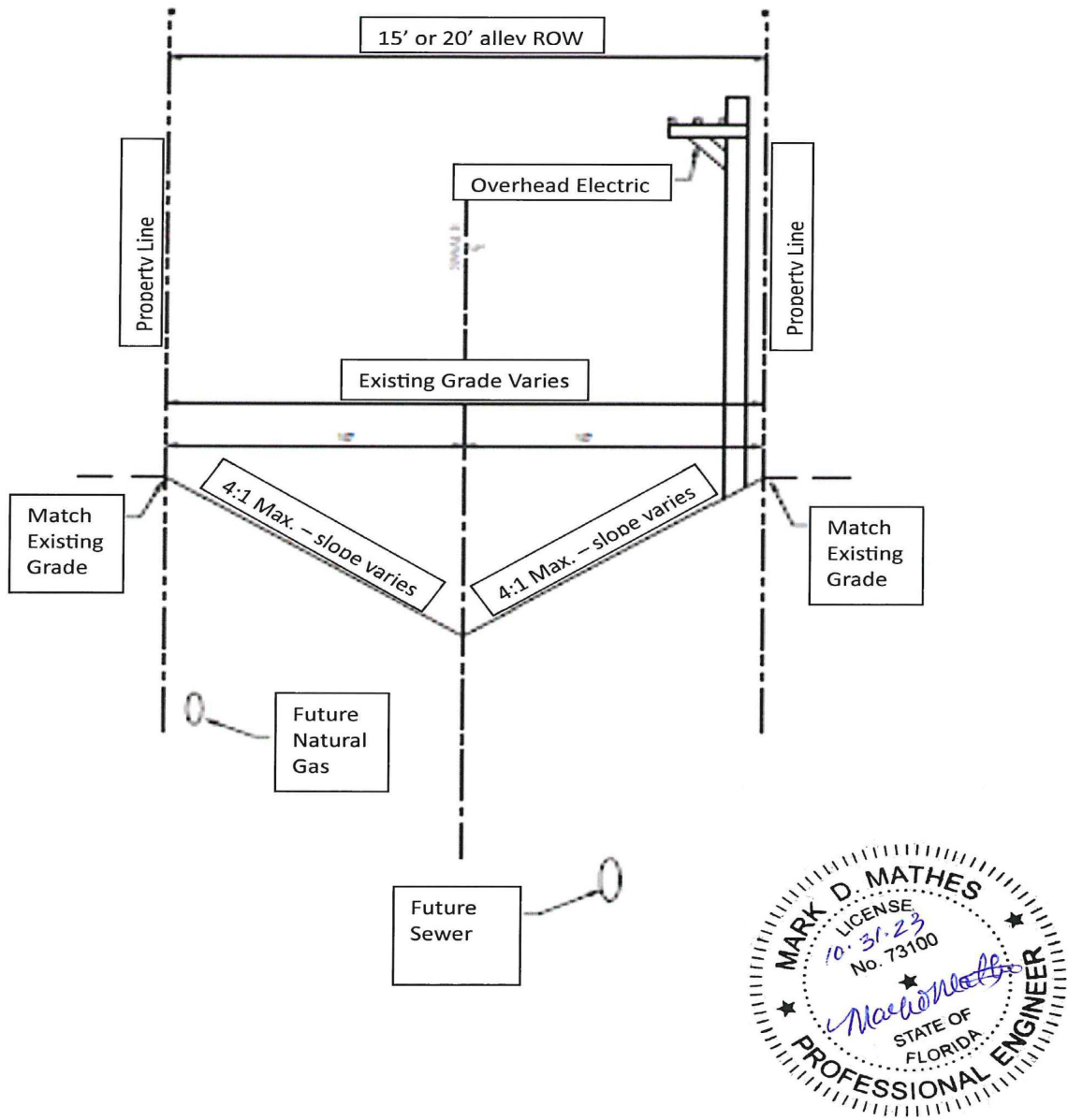


Figure 5: Typical Alleyway Design

TYPICAL ALLEYWAY GRADING



2. TERMS

A mandatory Pre-bid meeting will be required where all participants will walk representative alleys with City personnel to ensure all potential bidders have a clear understanding of the projects existing conditions and tight working conditions.

As a retrofit, design from a licensed professional engineer will not be required. The design component of the project will consist of the Contractor creating a base survey in State Plane Coordinate System for each alley containing the following data:

- High point at upstream limit of alley;
- Low point at downstream limit of alley;
- Invert elevation of alley discharge pipe if present along with pipe condition assessment;
- Location of any permanent alleyway obstructions such as power poles, cable stands, equipment boxes, etc.

Upon submittal of said data to the City, the City will provide proposed design elevations as follows:

- Proposed High point at upstream limit of alley
- Proposed Low point at downstream limit of alley
- Proposed Invert elevation of alley discharge pipe
- Directions on avoiding alley obstructions which may include piping small portions of alley or removing trees, shrubs, etc. If utilities are to be relocated, the City will take lead such efforts.

The City will be responsible for the relocation of any obstacles within the alley. If such items are not relocated, the Contractor will be required to work around such objects. Where such objects require a culvert due to slope and object location constraints, the unit prices for 12" ADS Pipe and Mitered End Section will be used to compensate for such work.

Please note, trees and shrubs shall not be considered an obstruction and shall be removed as part of the project. Trees less than 6" in diameter shall be paid for as part of the Clearing line item. A quantity of trees to be removed has not been determined. Unit prices to be provided for tree removal shall include full removal of the stump and root ball and shall be paid on final quantity removed by size.

As further reflected in Section 7 of this RFP, responses shall provide a per unit swale construction cost as well as per unit costs for clearing, tree removal, mitered end sections and dirt road trench repair. A lump sum item shall be provided for Survey work (initial survey and final as-built survey) and Mobilization (to reflect all costs of mobilization, bonding, insurance, and other overhead costs of the project). With limited work adjacent to roadways, no unit is provided for traffic control.

All pipes with direct outfall to a FWCD ditch shall be 12" diameter ADS with mitered end wall on receiving end and cantilever outfall into FWCD ditch such that fall line extends beyond ditch bank. Estimated pipe length for each outfall is 20' for such direct outfall. Certain alley outfalls must pass

under existing dirt roads. In such cases, the pipe length is estimated to be 50' except for Colorado Avenue that is 80'. See mitered end section (MES) detail contained in Appendix A. Please note, certain alleys outfall to a ditch bottom inlet and require no culvert or MES.

The City will require that the current Davis-Bacon wage rate determination be contained within the construction contract to set minimum pay rates for contractor labor. Other grant conditions are reflected in Appendix D.

The construction contract will use the contract contained in Appendix B. Technical specs for the work to be completed are also contained within Appendix B.

An engineer's estimate has not been created. The estimate of quantities shown in Section 7.E are estimates for the purpose of bidding. The total project cost will be the final quantity constructed for each item applied to the approved unit prices.

3. PERMITS

The City of Fellsmere is not required to obtain a permit from the St. Johns River Water Management District and/or the Fellsmere Water Control District. Florida Statute 403.813 (contained in Appendix C) outlines the reasons for this determination. As such, no permits will be required to perform the work.

4. PRIOR WORK

No other work has been performed in support of this project.

5. RFP SCHEDULE

Tentative Timeline and Milestones are as follows.

DATE	MILESTONE
March 11, 2024	RFP Issued
March 25, 2024	Mandatory Pre-Bid Meeting
April 7, 2024	Deadline for Questions and Requests for Clarification
April 15, 2024	Final Addendum to RFP/ Statement of Clarifications Issued
April 23, 2024	Response (Proposal) to RFP due by 2:00 p.m. "Local Time"
April 25, 2024	Review of Submitted Responses (Proposals)
May 2, 2024	City Council Selection of Recommended Firm

6. PROJECT SCHEDULE

The construction timeline will be provided by the Respondent in their RFP Response. The respondent should be prepared to meet aggressive timelines for design and construction.

7. REQUIRED DISCLOSURES

The project will be funded in part with federal funds and is subject to the Conditions contained

in Appendix D.

8. RFP RESPONSE REQUIRED ELEMENTS

All interested parties must submit a response in the form of a proposal that outlines their qualifications and ability to meet the requirements set forth in this RFP. To achieve a full, fair, and uniform review process, all submittals must include three (3) hard copy originals and one (1) electronic copy of the response that include the following components in order to be judged responsive to this RFP:

- A. **Section 1:** Provide a Letter of Transmittal on company letterhead providing the full contact information of the person responsible for the proposal and provide a listing of any requirements listed in this RFP that it is unable to meet.
- B. **Section 2:** Provide a narrative description of how the work is to be accomplished within the existing alley right-of-way and include a list of equipment that will be used to support the project. No work can be performed on private property. This section shall contain a project timeline.
- C. **Section 3:** Contractor shall demonstrate that the interested parties possess all federal, state and/or local qualifications/licenses to construct the facilities and provide services in the City of Fellsmere.
- D. **Section 5:** Provide a minimum of three (3) industry/municipality references that demonstrate the respondent's ability to successfully construct similar facilities.
- E. **Section 6:** Provide tables of unit values in substantially the same form as shown below. Due to funding constraints, the FDEP and Resilient Florida funded portions of the project must remain separate in terms of invoicing and thus require separate bid tables. The City is also looking to see the cost of the Priority Alleys as separate figures from the Secondary/Additional Alleys to ensure contract is not overprescribed.

See following page for continuation.

FDEP Priority Alleyways – from Figure 1

Item	Unit	Quantity	Unit Price	Extension
Survey (Initial and As-built)	LS	1		
Mobilization	LS	1		
Clearing	AC	5.4		
Tree Removal 6"-12" diameter	EA	TBD		
Tree Removal 12" – 18" diameter	EA	TBD		
Tree Removal 18" – 24" diameter	EA	TBD		
Tree Removal 24" – 30" diameter	EA	TBD		
Tree Removal Greater than 30" diameter	EA	TBD		
Mitered End Section	EA	26		
12" ADS Pipe	LF	7600		
15' Swale Construction	LF	15,600		
20' Swale Construction	LF	0		
Dirt Road Trench Repair	EA	8		
			TOTAL	\$

Resilient Florida Priority Alleyways – from Figure 2

Item	Unit	Quantity	Unit Price	Extension
Survey (Initial and As-built)	LS	1		
Mobilization	LS	1		
Clearing	AC	4.55		
Tree Removal 6"-12" diameter	EA	TBD		
Tree Removal 12" – 18" diameter	EA	TBD		
Tree Removal 18" – 24" diameter	EA	TBD		
Tree Removal 24" – 30" diameter	EA	TBD		
Tree Removal Greater than 30" diameter	EA	TBD		
Mitered End Section	EA	24		
12" ADS Pipe	LF	480		
15' Swale Construction	LF	13,200		
20' Swale Construction	LF	0		
Dirt Road Trench Repair	EA	0		
			TOTAL	\$

FDEP Secondary Alleyways – from Figure 3

Item	Unit	Quantity	Unit Price	Extension
Survey (Initial and As-built)	LS	1		
Mobilization	LS	1		
Clearing	AC	4.0		
Tree Removal 6"-12" diameter	EA	TBD		
Tree Removal 12" – 18" diameter	EA	TBD		
Tree Removal 18" – 24" diameter	EA	TBD		
Tree Removal 24" – 30" diameter	EA	TBD		
Tree Removal Greater than 30" diameter	EA	TBD		
Mitered End Section	EA	12		
12" ADS Pipe	LF	320		
15' Swale Construction	LF	0		
20' Swale Construction	LF	8,700		
Dirt Road Trench Repair	EA	2		
			TOTAL	\$

Resilient Florida Secondary Alleyways – from Figure 4

Item	Unit	Quantity	Unit Price	Extension
Survey (Initial and As-built)	LS	1		
Mobilization	LS	1		
Clearing	AC	7.55		
Tree Removal 6"-12" diameter	EA	TBD		
Tree Removal 12" – 18" diameter	EA	TBD		
Tree Removal 18" – 24" diameter	EA	TBD		
Tree Removal 24" – 30" diameter	EA	TBD		
Tree Removal Greater than 30" diameter	EA	TBD		
Mitered End Section	EA	30		
12" ADS Pipe	LF	1,350		
15' Swale Construction	LF	11,000		
20' Swale Construction	LF	8,200		
Dirt Road Trench Repair	EA	25		
			TOTAL	\$

9. RFP PROPOSER QUESTIONS/ ADDENDUM PROCESS

Questions relating to definitions, interpretations, information and/or requests for clarification must be in writing, on or before April 7, 2024, at 5:00 P.M. (Local Time), directed to: Laura Hammer, Grant Administrator, City of Fellsmere at 772-646-6324 or grantadmin@cityoffellsmere.org.

No questions will be accepted after the deadline for questions has passed. Responses to questions or requests for clarification regarding this RFP will be issued in writing as an addendum and posted at <https://www.cityoffellsmere.org/rfps>

Any such addenda shall be issued by April 15, 2024, at 5:00 p.m. (Local Time) and shall be considered part of the RFP.

10. SUBMISSION INFORMATION

Submission Date and Time: No later than April 23, 2024, at 2:00 p.m. "local time"

The City of Fellsmere will receive sealed proposals delivered to 22 S. Orange Street, Fellsmere, FL 32948. Only those responses received prior to or on the submission date and time will be considered.

11. EVALUATION SCORING CRITERIA

The proposals will be evaluated on the following criteria to determine the preferred vendor.

1.	Cost	Max 30 points
2.	Method of Construction	Max 25 points
3.	Project Duration	Max 20 points
4.	Relevant Experience & Qualifications	Max 15 points
5.	Overall Quality of Submission/ Completeness of Submission	Max 10 points
Total score		Max 100 points

The City, at their discretion, may request any or all respondents to clarify information presented in the submittal.

FINAL CONTRACTS OR AGREEMENTS SHALL BE SUBJECT TO APPROVAL BY CITY OF FELLSMERE CITY COUNCIL.

The City of Fellsmere reserves the right to evaluate all submitted proposals and to move forward with the submission deemed to be in the best interest of the city. The City may, in their sole and absolute discretion, accept or reject, in whole or in part, for any reason whatsoever any or all

Proposals; re-advertise this RFP; postpone or cancel at any time the RFP process; waive any informalities of or irregularities in the process; negotiate with any party or request additional information if it so desires.

Proposals that are not submitted on time and/or do not conform to the RFP requirements will not be considered. The city may determine, at its sole discretion, whether any aspect of the proposal satisfies the criteria established in this RFP. In all cases, the City of Fellsmere nor Indian River County shall have no liability to any contractor for any costs or expense, incurred in connection with this proposal or otherwise.

The City of Fellsmere will allow a proposer's representative bearing proper authorization and identification to sign for, receive, and withdraw the proposer's unopened proposal prior to submission deadline. A firm wishing to modify his/her proposal may do so by withdrawing the initial submission and then submitting a modified proposal prior to the deadline. Neither the staff nor the facilities of the City will be available to assist a proposer desiring to make modifications. It will be the proposer's responsibility to make all modifications. The City of Fellsmere may conduct discussions with persons submitting proposals for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements. The City of Fellsmere reserves the right to cease all contract preparation activities at any time and reject all proposals if such action is determined to be in the best interest of the County.

12. STATEMENT OF NON-BINDING NATURE OF RFP

The issuance of this RFP and any subsequent response by a Respondent does not create a binding obligation on the part of the City of Fellsmere to enter into any form of agreement or contract, or to pay any costs associated with the preparation of responses or submittals with the Respondent, for the development of an alleyway grading plan, construction, or otherwise. Nor shall the RFP in any way create an association, partnership, or joint venture among Respondents and the City of Fellsmere.

13. INTELLECTUAL PROPERTY, CONFIDENTIALITY AND OPEN RECORDS

The City of Fellsmere will not pay for any information requested, and all responses submitted become the property of the City of Fellsmere. Responses will not be returned and may be subject to disclosure pursuant to state open records statutes. If a Respondent believes that any portion of its response includes proprietary or other confidential information, it must be clearly labeled "Confidential information" as such, and the Respondent must state the basis for the claim to confidential treatment. To the extent permitted by law, the City of Fellsmere will treat such information as confidential and will not disclose it to a third party without prior notification and authorization.

14. SCRUTINIZED COMPANIES LISTS

The Consultant certifies that it and those related entities of respondent as defined by Florida law

are not on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725 of the Florida Statutes, and are not engaged in a boycott of Israel. In addition, if this agreement is for goods or services of one million dollars or more, Contractor certifies that it and those related entities of respondent as defined by Florida law are not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473 of the Florida Statutes and are not engaged in business operations in Cuba or Syria. The County may terminate this Contract if Company is found to have submitted a false certification as provided under section 287.135(5), Florida Statutes, been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or been engaged in business operations in Cuba or Syria, as defined by section 287.135, Florida Statutes. County may terminate this Contract if Company, including all wholly owned subsidiaries, majority-owned subsidiaries, and parent companies, that exist for the purpose of making profit, is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel as set forth in section 215.4725, Florida Statutes. Accordingly, firms responding to this solicitation shall return with their response an executed copy of the attached "Certification Regarding Prohibition Against Contracting With Scrutinized Companies." Failure to return this executed form with submitted bid/proposal/statement of qualifications will result in the response being deemed non-responsive and eliminated from consideration.

15. E-VERIFY

Proposer must be registered with and use, at their sole expense, the Department of Homeland Security's E-Verify system (www.e-verify.gov) to confirm the employment eligibility of all newly hired employees, as required by Section 448.095, F.S. Owner, Proposer, and subcontractors may not enter into a contract unless each party to the contract registers with and uses the E-Verify system. Proposer is responsible for obtaining proof of E-Verify registration for all subcontractors in the form of an affidavit, as described in Section 448.095(5)(b) F.S. This requirement applies to any provider of services or goods.

16. PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL, OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING

Proposers are hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the County will not request documentation of or consider a Consultant's social, political, or ideological interests when determining if the Consultant is responsible. Proposers are further notified that the County's governing body may not give preference to a Consultant based on the Consultant's social, political, or ideological interests. Proposers shall not provide any information relating to these interests in their submittal.

17. SUSPENSION AND DEBARMENT

City will not make award to parties listed on the government-wide exclusions in the System for Award Management (SAM). The proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The proposer further agrees to include a provision

requiring such compliance in its lower tier covered transactions. The proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions. By submittal of a response to this solicitation, proposer asserts neither it nor its principals is presently debarred, suspended or proposed for debarment, declared ineligible, or voluntarily excluded from participation in this work by any Federal department or agency. **Proposer is required to have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>) prior to execution of the agreement.**

18. ANTITRUST VIOLATOR VENDORS

A person or an affiliate who has been placed on the antitrust violator vendor list following a conviction or being held civilly liable for an antitrust violation may not submit a bid, proposal, or reply on any contract to provide any good or services to a public entity; may not submit a bid, proposal, or reply on any contract with a public entity for the construction or repair of a public building or public work; may not submit a bid, proposal, or reply on leases of real property to a public entity; may not be awarded or perform work as a Grantee, supplier, subcontractor, or consultant under a contract with a public entity; and may not transact new business with a public entity.

19. DISCRIMINATORY VENDORS

An entity or affiliate who has been placed 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.

20. ATTACHMENTS TO RFP

Appendix A – Culvert Outfall & Mitered End Section Details

Appendix B – Construction Contract

Appendix C - Florida Statute 403.813 Regarding Permit Exceptions

Appendix D - Contract Provisions for Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Agreements

1. Public Entity Crimes Statement
2. Build America Buy America (BABA)
3. Byrd Anti-Lobbying Form
4. General and Supplemental Conditions
5. Technical Specifications