

**Solicitation
For Participation in
JEA Biosolids Management Services
STEP I – Request For Qualifications**



**Jacksonville, FL
Solicitation Number**

053-18

Optional Pre-Qualification call-in Meeting on February 23, 2018

Pre-Qualification call-in Meeting Time: 9:00 AM

Pre-Qualification Location: Large Conference Room, 2400 Talleyrand Ave, Jacksonville, FL 32206

Call-in Number: 1-888-714-6484

Participation Code: 817050

All meeting attendees are encouraged to email lovgrd@jea.com, with this RFQ number and title prior to the meeting along with your company's corporate name, company representative's name, phone and email for the development of communication list for this RFQ and future Solicitation.

Additionally, a site walk through can be provided for all in attendance. Attendees will be required to bring their own personal protective equipment.

Request for Qualifications Package Due Date: March 13, 2018, 12:00 PM NOON

Direct delivery or mail to JEA Bid Office, Customer Center 1st Floor, Room 002

21 W. Church Street, Jacksonville, FL 32202

**JEA will publicly open all qualifications packages received on March 13, 2018 at 2:00 p.m.
in the JEA Bid Office, Customer Center 1st Floor, Room 002, 21 W. Church Street, Jacksonville,
FL 32206**

(Please note, JEA will only announce the names of the companies that have submitted qualifications packages. No other information will be provided or will be made available at the public opening).

TABLE OF CONTENTS

1.	REQUEST FOR QUALIFICATIONS (RFQ)	3
1.1.	SCOPE OF WORK & SELECTION PROCESS	3
1.2.	INVITATION	3
1.3.	OPTIONAL PRE-QUALIFICATIONS SUBMITTAL MEETING OR TELECONFERENCE	3
1.4.	OPENING OF QUALIFICATION PACKAGES	4
1.5.	QUESTIONS REGARDING THE REQUEST FOR QUALIFICATION	4
1.6.	PROPOSED PROJECT SCHEDULE MILESTONES	4
1.7.	MINIMUM QUALIFICATIONS TO BE ASSIGNED TO THE QUALIFIED LIST	4
1.8.	COMPLETING AND SUBMITTING THE QUALIFICATIONS PACKAGE	4
1.9.	REQUIRED FORMS TO BE SUBMITTED-REQUEST FOR QUALIFICATIONS	5
1.10.	BASIS OF AWARD	5
1.10.1.	EVALUATED QUALIFICATIONS PACKAGE	5
1.10.2.	SELECTION CRITERIA	5
1.10.2.1.	ORGANIZATIONAL EXPERIENCE	5
1.10.2.2.	COMPANY EXPERIENCE ON SIMILAR PROJECTS	6
1.10.2.3.	FINANCIAL RESPONSIBILITY	7
1.10.2.4.	SAFETY	7
1.10.2.5.	JACKSONVILLE SMALL AND EMERGING BUSINESS (JSEB) - RFP	7
1.11.	ETHICS-REQUEST FOR QUALIFICATIONS	8
1.12.	EX PARTE COMMUNICATION-RFQ	9
1.13.	QUESTIONS- REQUEST FOR QUALIFICATIONS	9
1.14.	RESERVATIONS OF RIGHTS (RFQ)	9
1.15.	MODIFICATON OR WITHDRAWAL OF QUALIFICATION PACKAGES	9
1.16.	AVAILABILITY OF QUALIFICATIONS PACKAGE	9
1.17.	PROTESTS	9
1.18.	CERTIFICATION AND REPRESENTATIONS OF THE COMPANY-RFQ	9
1.19.	SUNSHINE LAW	10
1.20.	EXHIBITS	10
1.21.	APPENDICES	11
	APPENDIX B – Minimum qualification FORMS	12
	APPENDIX B - RFQ RESPONSE FORM	15

SOLICITATION

1. REQUEST FOR QUALIFICATIONS (RFQ)

1.1. SCOPE OF WORK & SELECTION PROCESS

JEA is requesting companies to participate in a two (2) step solicitation process. JEA is seeking a company or companies to provide biosolids management services, with technical expertise in managing and beneficially reusing Class A, thermally-dried biosolids pellets and Class B and unclassified dewatered cake biosolids, for JEA's Buckman Water Reclamation Facility (WRF), Blacks Ford WRF, Monterey WRF and future Greenland WRF (the "Work"). The company selected to perform the Work will be required to provide JEA with a standby letter or a performance bond in the amount of one (1) years' worth of Work.

Selection Process:

Step 1 - JEA requests companies that meet the Minimum Qualifications, stated below in Section 1.7, to submit a qualifications package (the "Qualifications Package" or "Statement of Qualifications") for JEA to evaluate. From the submittals, JEA will then select a list of qualified companies (the "Qualified List") to move on the Step 2. The Qualified List will be developed through evaluation and the awarding of points to each Qualification Package.

Step 2- The companies on the Qualified List will be eligible to participate in Step 2 in which they will be required to submit a response (the "Response") to JEA's Invitation to Negotiate ("ITN"). The ITN will require the qualified companies (the "Bidders" or the "Respondents") to submit an all-inclusive Bid price to complete the scope of services identified in the ITN.

1.2. INVITATION

You are invited to submit a Qualifications Package in response to this Request For Qualifications:

RFQ NUMBER: 053-18

RFQ TITLE: JEA Biosolids Management Services

To obtain more information about this RFQ, download a copy of the RFQ and any required forms at JEA.com.

Qualification Package Due Time: 12:00 PM (NOON) Eastern Standard Time

Qualifications Package Due Date: March 13, 2018

All Qualification Packages must reference the RFQ Title and RFQ Number noted above. All Qualification Packages must be made on the appropriate forms as specified within the RFQ and placed in an envelope marked to identify the RFQ Number and delivered or mailed to: JEA Procurement Bid Section, Customer Service Center 1st Floor, Room 002, 21 West Church Street, Jacksonville, FL 32202. The company shall be solely responsible for delivery of its Qualification Packages.

1.3. OPTIONAL PRE-QUALIFICATIONS SUBMITTAL MEETING OR TELECONFERENCE

There will be an Optional Pre-Qualifications Submittal Meeting. All interested companies may attend or call into this meeting. A company representative should call-in at the start of the meeting. Companies may email: lovgrd@jea.com to have their contact information documented for attendance to the call and be added to the mailing list for communications regarding this RFQ and the subsequent ITN.

PRE- QUALIFICATIONS MEETING TIME: 9:00am

PRE- QUALIFICATIONS SUBMITTAL MEETING DATE: February 23, 2018

DIAL IN: 1.888.714-817050

PASSCODE: 817050

1.4. OPENING OF QUALIFICATION PACKAGES

All Qualification Packages received shall be publicly opened, company name read aloud and recorded at 2:00 PM on the Due Date at the JEA Bid Office, 21 W. Church Street, Customer Center 1st Floor, Room 002, Jacksonville, FL 32202.

1.5. QUESTIONS REGARDING THE REQUEST FOR QUALIFICATION

For Procurement Related Questions:

Buyer: RODNEY LOVGREN

E-mail: LOVGRD@JEA.COM

For Technical Questions:

Contact: RYAN POPKO

E-mail: POPKRR@JEA.COM

1.6. PROPOSED PROJECT SCHEDULE MILESTONES

The proposed dates for evaluation of the RFQ Qualification Packages, the issuance of the ITN, and the Award of the Contract is tentatively scheduled as outlined below. JEA reserves the right, at its own discretion, to alter this schedule prior to the execution of a Contract.

o RFQ Optional Pre-Qualification Meeting	February 23, 2018
o RFQ Responses Due	March 13, 2018
o Evaluation Time Period	March 20, 2018
o ITN Issued to Companies	April 2, 2018
o ITN Mandatory Pre-Bid at Site	March 11, 2018
o ITN Due Date	April 30, 2018
o Contract Award	June 1, 2018
o Operational Start Date	Not to exceed 2 years from Award

1.7. MINIMUM QUALIFICATIONS TO BE ASSIGNED TO THE QUALIFIED LIST

The company shall meet the following minimum qualifications to be assigned to the Qualified List:

- The company shall have successfully performed as the prime contractor for two (2) similar projects in the past ten (10) years, Date Ending the Request for Qualifications Due Date.
 - o A similar project is defined as biosolids residual management for a customer, with water reclamation facility volumes greater 30 dry tons/day. Additionally, the project services shall have been in operation for a minimum of five (5) years.

Please note, any company whose Contract with JEA was terminated for default within the last two (2) years shall have their Qualifications Package rejected.

1.8. COMPLETING AND SUBMITTING THE QUALIFICATIONS PACKAGE

A company shall submit their Qualifications Package and any enclosed documents attached to this RFQ with responses typewritten or written in ink. The company's authorized agent or officer of the company, shall sign the Qualifications Form. Failure to sign the Qualifications Form may disqualify the submittal. JEA-approved erasures, interlineations or other corrections shall be authenticated by affixing in the margin, immediately opposite the correction, the handwritten signature of each Qualifications Package. JEA may disqualify any Qualifications Package that deviate from the requirements of this RFQ, and those that include unapproved exceptions, amendments, or erasures.

The company shall submit one original Qualifications Package, three (3) duplicates (hard copies), and one (1) CD. If there is a discrepancy between the electronic copy and hard copy, the hard copy will prevail. JEA will not accept Qualifications Packages transmitted via email.

1.9. REQUIRED FORMS TO BE SUBMITTED-REQUEST FOR QUALIFICATIONS

Qualification Packages must include all of the following documents. If the company fails to complete or fails to submit one or more of the required documents, their submittal may be rejected.

- o RFQ Response Form (Appendix B)
- o RFQ Minimum Qualification Form (Appendix B)
- o Qualification Package – Free Form
- o Comments in tracked change word version of JEA Draft ITN.

1.10. BASIS OF AWARD

1.10.1. EVALUATED QUALIFICATIONS PACKAGE

JEA will use the "Selection Criteria" listed below to evaluate the Qualifications Packages. Qualification Packages will be scored and ranked by a committee of 3 to 5 evaluators consisting of JEA's staff. Each evaluator will individually score the Qualification Packages. JEA may select up to Four (4) of the highest ranked qualified companies to participate in the Step II Invitation to Negotiate. The points awarded in the first round will be added to the points awarded in the second round to develop the final point totals.

1.10.2. SELECTION CRITERIA

1.10.2.1. ORGANIZATIONAL EXPERIENCE

Maximum score for this criterion is: 30 POINTS - Points for each subsection will be awarded as described on the Evaluation Matrix attached to this RFP.

1. Team Members

The company shall provide a maximum of two primary resumes and two (2) back up resumes of the professional staff to be assigned to perform the Work. The resumes provided shall identify the Project Manager, and Superintendent of Operations (collectively, the "Team Members"). **Primary positions shall only serve in one (1) role.** Note, the Project Manager must be from the company submitting the Proposal and not a Subcontractor. Persons whose resumes are submitted as a Team Member must actually perform the Work unless company receives prior approval by the JEA Project Manager to use a backup Team Member. If company submits a resume of a Subcontractor that is employed by a JSEB firm, please note this on the resume.

Project Manager	The person who has the authority to negotiate with JEA regarding scope, budget, and schedule, who is the point of contact, and who is responsible for the delivery of the final product.
Superintendent	The person who oversees day-to-day managing all the supervisors from all the applicable trades required in this project.

At a minimum, each resume shall present the Team Member's name, title, years of service with company, total years of experience, applicable professional registrations, education, and work experience. Resumes shall also identify any specialty or technical process expertise. **Resumes shall be no more than one (1) page in length, single sided, and on 8.5" by 11" sized paper. If more than one page is submitted, only the information contained on the first page will be evaluated by JEA. No more than four (4) resumes will be evaluated.**

2. Depth of Experience

Each Resume shall provide the team members experience as it relates to the implementation and performance and management of projects similar in size and scope to this project.

3. Organizational Chart

Finally, company shall provide an organizational chart delineating company's personnel responsibilities and functions associated with the Work. If applicable, this chart shall also delineate any responsibilities and functions of subcontractor(s) and/or JSEB firm(s).

Each Evaluator shall evaluate independently. The Lead Evaluator will provide years of experience scoring for consistency.

No more than 10 pages 8 ½" by 11" shall be submitted for this section.

1.10.2.2. COMPANY EXPERIENCE ON SIMILAR PROJECTS

Maximum score for this criterion is: 30 POINTS

Proposer shall provide the following:

Required Information:

The company performing the work for this project must submit two (2) projects must be similar in scope. These projects must have been started within the last ten (10) years and have had a minimum of five (5) years of active operations. A project similar in scope is defined as a project which includes the management of biosolids similar in scope as stated in this solicitation.

Each project should at a minimum list the following:

- Name of Client/ Customer with contact information that should include:
 - Name and title of Contact
 - Contact's phone number and email address.
 - Project Title
 - Project Cost
 - Project Timeframe
 - Term of the Contract
 - Capital and O&M costs
 - Financing Method
- Identify whether any of the proposed Team Members worked in key roles in the projects.
- Provide detailed information to describe how Company managed the engagements to realize project budgetary goals, timetables and quality control objectives.
- Describe any working relationship with subcontractors that will be used for this project.
- Identify the project stages and methods used to accomplish project — i.e., design, construction, transportation methods, etc.

The similar projects scope submitted for this section should discuss Design, Engineering, Construction and Operation and the extent and depth of the technical capabilities of the Respondent and its team members in the following areas:

- Technologies for processing and stabilization of wastewater treatment plant (WWTP) solids
- Design and construction of WWTP solids processing facilities
- Operations and Maintenance of WWTP solids processing facilities
- Permitting of WWTP solids processing facilities
- Marketing, distribution, and disposal of WWTP biosolids products

The Total number of pages submitted shall be limited to 20 pages, 10 pages per project, single sided, 8½" by 11".

Each Evaluator will independently evaluate the submitted Experience. Subject Matter Experts may provide input or assist the evaluators in their evaluations.

1.10.2.3. FINANCIAL RESPONSIBILITY

Maximum score for this criterion is: 30 POINTS

Proposer shall provide the following:

Required Information:

The company submitting Qualifications Packages for this project should submit the following:

- 1.) Credit Reference Letters from companies (largest customers or bank references).
- 2.) The Company shall provide Incorporation Information – LLC's Name changes
- 3.) Dollars in Revenue by business unit related to Class AA, Class B and unclassified biosolids processing for the past five (5) years.
- 4.) Credit Rating from Moody's A.M. Best rating.
- 5.) Corporate bankruptcies at a business unit corporation or parent corporation level.
- 6.) The equity members' experience as equity members in successfully bringing comparable projects through construction completion.
- 7.) The equity members' controlling interest in any Design Build biosolids operations.
- 8.) Providing Bonding capabilities from Surety. The Bonding capability provided by the company should be sufficient to demonstrate adequate coverage for proposed solution.
- 9.) The Respondent team should demonstrate their overall financial strength and capability to carry out the Project responsibilities potentially allocated to it, as evidenced by the financial statements of the equity members, lead contractor and lead contractor team members, level of support and financial statements of any guarantor and information contained in the financial officer certificates and surety letter provided in accordance with the requirements in Appendix A (Submittal Requirements).
- 10.) The extent and depth of equity members' experience in investing equity and structuring financing sources to obtain firm financing commitments for proposals for, and achieving financial close on, similar projects using a diverse range of financial products (including bank loans, taxable and tax-exempt bonds, government credit assistance programs, letters of credit, and other financing sources).
- 11.) Most recent 10k and 10Q filed with SEC (if available)

**** NOTE:** JEA will evaluate the documentation submitted. Failure to submit adequate documentation may result in a lower score.

Respondent shall submit a maximum 10 pages, 8½" by 11" for this section. Additional information after 10 pages will not be evaluated.

This section shall be evaluated by the Lead Evaluator and Purchasing. Subject Matter Experts (SME's) may provide input.

1.10.2.4. SAFETY

Maximum score for this criterion is: 5 POINTS

Provide the last three (3) years annual Experience Modification Rate (EMR) for evaluation: years 2014, 2015 and 2016.

Respondent shall submit a maximum 3 pages, 8½" by 11" for this section. Additional information after 3 pages will not be evaluated.

1.10.2.5. JACKSONVILLE SMALL AND EMERGING BUSINESS (JSEB) - RFP

Maximum score for this criterion is: 5 POINTS

Proposer shall indicate if it is certified as a Jacksonville Small and Emerging Business (JSEB) as defined by Jacksonville Ordinance 2004-602; Chapter 126, Part 6A and 6B.

If Proposer is not a certified JSEB, the Proposer shall list any JSEB certified subcontractors that it intends to utilize in the performance of the work. The listing should include names of the JSEBs, the type of service they will provide, and the percentage of work being subcontracted. Points will be awarded based on the type and amount of work that will be conducted by JSEB firms.

The points will be awarded as follows:

Proposer is a COJ/JEA certified JSEB = 5 pts;

Proposer is not a JSEB but will subcontract Work to JSEBs:

COJ/JEA certified JSEB = 5 pts.

Amount of Work to be Subcontracted:

> 5% of work = 4 pts.

> 3% and < 5% = 3 pts.

> 2% and < 3% = 2 pts.

> 1% and < 2% = 1 pts.

< 1% = 0 pts.

For any JSEB listed for this section, the Company shall provide documentation to substantiate (demonstrate good-faith efforts) communications and planned area of coverage.

Respondent shall submit a maximum 4 pages, 8½” by 11” for this section. Additional information after 4 pages will not be evaluated.

1.11. ETHICS-REQUEST FOR QUALIFICATIONS

By signing the Qualifications Form, the company certifies its submittal is made without any previous understanding, agreement or connection with any other person, firm, or corporation submitting a Qualifications Package for the same Work other than as a Subcontractor or supplier, and that its submittal is made without outside control, collusion, fraud, or other illegal or unethical actions. The company shall comply with all JEA and City of Jacksonville ordinances, policies and procedures regarding business ethics.

The company shall disclose the name(s) of any public officials who have any financial position, directly or indirectly, with this RFQ by completing and submitting the Conflict of Interest Certificate Form found at jea.com. If JEA has reason to believe that collusion exists among the companies, JEA shall reject any and all Qualification Packages from the suspected company and will proceed to debar company from future JEA Awards in accordance with the JEA Procurement Code.

JEA is prohibited by its Charter from awarding contracts to JEA officers or employees, or to a company in which a JEA officer or employee has a financial interest. JEA shall reject any and all Qualifications Package from JEA officers or employees, as well as, any and all Qualification Packages in which a JEA officer or employee has a financial interest.

In accordance with Florida Statutes Sec. 287.133, JEA shall reject Qualifications Packages from any persons or affiliates convicted of a public entity crime as listed on the Convicted Vendor list maintained by the Florida Department of Management Services. JEA shall not make an Award to any officer, director, executive, partner, shareholder, employee, member, or agent active in management of the Company listed on the Convicted Vendor list for any transaction exceeding \$35,000.00 for a period of thirty-six (36) months from the date of being placed on the Convicted Vendor list.

If the Company violates any requirement of this clause, the Qualifications Package may be rejected and JEA may debar offending companies and persons.

1.12. EX PARTE COMMUNICATION-RFQ

Ex Parte Communication is defined as any inappropriate communication concerning a RFQ or ITN between a company submitting a Qualifications Package or Response and a JEA representative during the time in which the RFQ or ITN is being advertised through the time of Award. Examples of inappropriate communications include: private communications concerning the details of RFQ or ITN in which a company becomes privy to information not available to the other companies. Social contact between companies and JEA Representatives should be kept to an absolute minimum during the RFQ and ITN process.

Ex Parte Communication is strictly prohibited. Failure to adhere to this policy will disqualify the noncompliant company. Any questions or clarifications concerning a RFQ or ITN must be sent in writing via email to the JEA Buyer at least five (5) business days prior to the opening date. If determined by JEA, that a question should be answered or an issue clarified, JEA will issue an addendum to all companies.

1.13. QUESTIONS- REQUEST FOR QUALIFICATIONS

All questions regarding this RFQ must be submitted in writing to the JEA Buyer identified herein at least (5) five business days prior to the Response opening date.

1.14. RESERVATIONS OF RIGHTS (RFQ)

- A. This RFQ is not a contractual offer or commitment by JEA to purchase products or services.
- B. JEA reserves the right to reject any or all Qualifications Packages, or any part thereof, and/or to waive informalities if such action is in its best interest. JEA may reject any Qualifications that it deems incomplete, obscure or irregular including and Responses from companies who have previously failed to satisfactorily complete JEA Contracts of any nature or who have been scored by JEA as "Unacceptable" and as a result are temporarily barred from bidding additional JEA work.
- C. JEA reserves the right to cancel, postpone, modify, reissue and amend this RFQ at its discretion.

1.15. MODIFICATION OR WITHDRAWAL OF QUALIFICATION PACKAGES

A Company may modify or withdraw its Qualifications Package at any time.

1.16. AVAILABILITY OF QUALIFICATIONS PACKAGE

All Qualifications shall be maintained in accordance with the Florida Public Records Law, Florida Statute, Chapter 119.

1.17. PROTESTS

A company shall file any protests regarding this RFQ in writing, in accordance with the JEA Procurement Code, as amended. The JEA Procurement Code is available online at jea.com.

1.18. CERTIFICATION AND REPRESENTATIONS OF THE COMPANY-RFQ

By signing and submitting the Qualifications Form, the company certifies and represents as follows:

- A. That the individual signing the Qualifications Form is a duly authorized agent or officer of the company. Qualifications submitted by a corporation must be executed in the corporate name by the President or Vice President. If an individual other than the President or Vice President signs the Qualifications Form, satisfactory evidence of authority to sign must be submitted upon request by JEA. If the Qualifications Package is submitted by a partnership, the form must be signed by a partner whose title must be listed under the signature. If an individual other than a partner signs the form, satisfactory evidence of authority to sign must be submitted upon request by JEA.
- B. The corporation or partnership must be in active status at the Florida Division of Corporations (www.sunbiz.org) prior to any subsequent Award of Contract.

C. That the company maintains in active status any and all licenses, permits, certifications, insurance, bonds and other credentials including, but not limited to, contractor's license and occupational licenses necessary to perform the Work. The company also certifies that, upon the prospect of any change in the status of applicable licenses, permits, certifications, insurances, bonds or other credentials, the company shall immediately notify JEA of status change.

D. That the company has read, understands and will comply with the Section titled "Ethics" of this RFQ.

1.19. SUNSHINE LAW

General

Article I, Section 24, Florida Constitution, guarantees every person access to all public records and Chapter 119, Florida Statutes, provide a broad definition of public records. JEA is a body politic and corporate and subject to these laws and related statutes ("Florida's Public Records Laws"). All responses to this Solicitation are public records and available for public inspection unless specifically exempt by law.

Redacted Submissions

If a company believes that any portion of the documents, data or records submitted in response to this RFQ are exempt from Florida's Public Records Law, the company must (1) clearly segregate and mark the specific sections of the document, data or records as "Confidential," (2) cite the specific Florida Statute or other legal authority for the asserted exemption, and (3) provide JEA with a separate redacted copy of its response (the "Redacted Copy"). The cover of the Redacted Copy shall contain JEA's title and number for this Solicitation and company's name, and shall be clearly titled "Redacted Copy." The company should only redact those portions of records that company claims are specifically exempt from disclosure under Florida's Public Records Laws. If the company fails to submit a redacted copy of information it claims is confidential, JEA is authorized to produce all documents, data and other records submitted to JEA in answer to a public records request for such information.

In the event of a request for public records to which documents that are marked as confidential are responsive, JEA will provide the Redacted Copy to the requestor. If a requestor asserts a right to any redacted information, JEA will notify the company that such an assertion has been made. It is the company's responsibility to respond to the requestor to assert that the information in question is exempt from disclosure under applicable law. If JEA becomes subject to a demand for discovery or disclosure of the company's redacted information under legal process, JEA shall give the company prompt notice of the demand prior to releasing the information (unless otherwise prohibited by applicable law.) The company shall be responsible for defending its determination that the redacted portions of its response are not subject to disclosure.

By submitting a response to this RFQ, the company agrees to protect, defend and indemnify JEA from and against all claims, demands, actions, suits, damages, liabilities, losses, settlements, costs and expenses (including but not limited to reasonable attorney fees and costs) arising from or relating to the company's determination that the redacted portions of its response to this RFQ are not subject to disclosure.

IF THE RESPONDENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE RESPONDENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS SOLICITATION, CONTACT THE JEA CUSTODIAN OF PUBLIC RECORDS AT:

Public Records Request Coordinator

JEA, 21 West Church Street, T-8

Jacksonville, FL 32202

Ph: 904-665-8606

publicrecords@jea.com

1.20. EXHIBITS

- o EXHIBIT A – DRAFT INVITATION TO NEGOTIATE (ITN) – JEA plans to issue by Addendum, after issuance of RFQ.

1.21. APPENDICES

- o APPENDIX A – TECHNICAL SPECIFICATIONS AND SCOPE OF WORK
- o APPENDIX B – RFQ RESPONSE FORM
- o APPENDIX B – MINIMUM QUALIFICATIONS FORM

APPENDIX B – MINIMUM QUALIFICATION FORMS

053-18 JEA Biosolids Management Services

The minimum qualifications shall be submitted in the format attached. The report shall be presented in the order described below. In order to be considered a qualified supplier by JEA you must meet all the criteria listed and be able to provide all the services listed in this specification.

The supplier must complete **one (1) original and three (3) duplicate (copy)** of the following information and any other information or attachments.

RESPONDENT INFORMATION

COMPANY NAME: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: _____

FAX: _____

E-MAIL: _____

- The company shall have successfully performed as the prime contractor for two (2) similar projects in the past ten (10) years, Date Ending the Bid Due Date.
 - A similar project is defined as biosolids residual management for a customer, with water reclamation facility volumes greater 30 dry tons/day. Additionally, the project services shall have been in operation for a minimum of five (5) years.

Reference 1

Primary Nature of Service Provided: _____

Geographic Location: _____

Client (Customer): _____

Customer Reference Name: _____

Reference Phone Number _____

Email Address: _____

Year(s) Project performed: _____

Dry Tons/Day: _____

Description of Project

[illegible]

Reference 2

Primary Nature of Service Provided: _____

Geographic Location: _____

Client (Customer): _____

Customer Reference Name: _____

Reference Phone Number _____

Email Address: _____

Year(s) Project performed: _____

Dry Tons/Day: _____

Description of Project

[illegible]

APPENDIX B - RFQ RESPONSE FORM

053-18 JEA Biosolids Management Services

The Company shall submit one (1) original qualification package, three (3) duplicates (hardcopies), and one (1) CD. If there is a discrepancy between the electronic copy and hard copy, the hard copy will prevail. JEA will not accept qualification packages transmitted via email.

COMPANY INFORMATION:

RESPONDING COMPANY NAME: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: _____

FAX: _____

EMAIL OF CONTACT: _____

WEBSITE: _____

RESPONDENT'S CERTIFICATION

By submitting this Qualification Package, the Respondent certifies (1) that it has read and reviewed all of the documents pertaining to this RFQ and agrees to abide by the terms and conditions set forth therein, (2) that the person signing below is an authorized representative of the Respondent, and (3) that the Respondent is legally authorized to do business and maintains an active status in the State of Florida. The Respondent certifies that its recent, current, and projected workload will not interfere with the Respondent's ability to work in a professional, diligent and timely manner.

The Respondent certifies, under penalty of perjury, that it holds all licenses, permits, certifications, insurances, bonds, and other credentials required by law, contract or practice to perform the Work. The Respondent also certifies that, upon the prospect of any change in the status of applicable licenses, permits, certifications, insurances, bonds or other credentials, the Respondent shall immediately notify JEA of status change.

☐ **I have read and understood the Sunshine Law/Public Records clauses contained within this solicitation. I understand that in the absence of a redacted copy my proposal will be disclosed to the public "as-is".**

We have received addenda _____ through _____

Signature of Authorize Officer of Respondent or Agent

Date

Printed Name & Title

Phone Number