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DATE: APRIL 7, 2016

ADDENDUM NO.: 2

BID NO.: FWC 15/16-099

BID TITLE: EPHEMERAL WETLAND VEGETATION
MANAGEMENT

UPDATE: ADDITION OF BOND LANGUAGE AND
QUESTIONS & ANSWERS

The enclosed addendum has been issued for consideration in the preparation of your response to the Florida Fish and Wildlife Conservation Commission's (FWC) Solicitation No. FWC 15/16-099 "Request for Proposals (RFP) for Ephemeral Wetland Vegetation Management", issued on March 18, 2016.

All responses to the subject solicitation must be received no later than 3:00 P.M. (ET) on Tuesday, April 19, 2016. A response received after the exact time specified will not be considered. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes (F.S.). Written notices, formal requests and proceedings must conform with the requirements set forth in Chapter 28-110, Florida Administrative Code (F.A.C.). Protests must be filed with the Purchasing Office, Fish and Wildlife Conservation Commission, Suite 100, 2590 Executive Center Circle, Tallahassee, Florida 32301 within the time prescribed in Section 120.57(3), Florida Statutes and Chapter 28-110, Florida Administrative Code.

Sincerely,

Ruth Heggen

Ruth Heggen
FWC Procurement Manager

ADDENDUM NO. 2

Item #1: ADDITION OF BOND LANGUAGE

The Scope of Work is hereby revised to include the following language:

Performance Bond

At the sole discretion of the Commission a Performance Bond may be required from the Contractor for a specific project to ensure full and complete performance of the Contract. Performance Bond requirements will be stated in the SOW issued for each individual project. If required by the Commission the Contractor will, prior to commencing any work and within ten (10) days after issuance of a purchase order, furnish a Performance Bond in the amount specified in the individual SOW issued for each project. The Performance Bond will be sent to the Commission's Tallahassee Purchasing Office. The bond must state on its front page: the name, principal business address, and phone number of the Contractor, the Surety, the Commission's full name, the purchase order assigned to the project by the Commission, and a description of the property being improved with a general description of the project. Please note: A Notice to Proceed will not be issued until after the required bond has been received.

The Bond shall be issued from a reliable Surety Company acceptable to the Commission, licensed to do business in the State of Florida and signed by a Florida Licensed Resident Agent. Such a bond shall be accompanied by a duly authenticated power of attorney evidencing that the person executing the bonds in behalf of the Surety had the authority to do so on the date of the bond.

The Contractor is required to furnish replacement bonds in the event of cancellation of the original Performance Bond. The cost of the Performance Bond shall be borne by the Contractor.

Work shall not begin before the Commission receives and approves the Performance Bond. Failure to provide a Performance Bond may be grounds to find the Contractor in default, which could include; cancellation of the contract.

Item #2: QUESTIONS & ANSWERS

Question #1: Can you find out if this Request for Proposals is for a specific region of the state, or statewide?

Answer #1: **The RFP is written to allow work to be performed statewide but the primary focus, especially initially, will be North Florida.**

- Question #2: Can FWC release the mandatory pre-bid conference attendance log?
Answer #2: **Yes. A copy of the Sign-In Log will be uploaded as a separate document on the Vendor Bid System.**
- Question #3: What were the approximate sizes of the three wetland areas that were shown on the site visit?
Answer #3: **Stop #1: 3.4 acres
Stop #2: 1.7 acres
Stop #3: 0.9 acres**
- Question #4: The RFP states under the References and Experience forms to include, "projects completed on public or non-profit conservation land." Does this include conservation and restoration projects regulated and monitored under wetland mitigation permits on lands under regulatory agency conservation easements?
Answer #4: **This type of experience is acceptable to list. However, projects conducted on public or non-profit conservation land will score higher than projects conducted on conservation easements.**
- Question #5: The document asks for 5 electronic copies of our information. Do you want 5 separate copies, each on a CD or thumb drive.
Answer #5: **Yes, 5 separate copies.**
- Question #6: Regarding the References/Experience Info requested, is this for work done only in Florida, or is another State acceptable? (Assuming the work performed is similar.)
Answer #6: **References located in another state are acceptable. The Experience Form however must only list projects conducted in Florida, per page 9 of the RFP.**
- Question #7: Do "sub-contractors" have to go through the same vetting process as required in this RFP?
Answer #7: **No, the Contractor is ultimately responsible for the performance of all work whether performed by the Contractor or a subcontractor. It is the Contractor's responsibility to ensure that the subcontractor has the necessary experience, qualifications and ability to comply with both the Contract and Scope of Work. It is also the Contractor's responsibility to provide the Commission with any requested documentation regarding the subcontractor and advanced notice that the contractor is considering the use of a subcontractor.**

Question #8: Is there a need to have documented proof of employment eligibility for workers?

Answer #8: The Contractor must comply with the reporting and recordkeeping requirements outlined in the EMPLOYMENT ELIGIBILITY VERIFICATION section of the RFP.

Question #9: Is there a requirement to have proof/information for 12 specific people assigned to work on this project?

Answer #9: No, however, by submitting a response to this RFP you have accepted this possible requirement and have the ability to meet it. If a future Scope of Work requires a minimum crew number, the Project Manager will require proof that the minimum number has been met prior to the start of work.

Question #10: Is each “applicator” required to have a GPS unit to map their location/work?

Answer #10: No, each Ground Crew Supervisor is required to have a GPS unit. If multiple wetlands are being treated simultaneously, each wetland must have its own Ground Crew Supervisor.

Question #11: Should all the possible “Natural Areas” license holders for these projects be listed in the documentation?

Answer #11: Yes.

Question #12: While there are multiple requirements for insurance, there was no listed requirement for a “Performance Bond.” This has been required in the past and seemed to have definite validity. Is there going to be a requirement for a bond for this RFP and/or for specific projects?

Answer #12: The requirement for a Performance Bond will be determined in a project-by-project basis (see Addendum No. 2, Item #1). If a Performance Bond is required for a specific project, the requirement will be clearly mentioned in the Scope of Work.

Question #13: It is understood that potential contractors will be evaluated on the 5 categories listed. From the RFP, it looks like each contractor has the opportunity to score 75 points from the first four categories, based in each contractor’s individual information. The possible issue comes with the evaluation on the “Price” category. Only the lowest cost listed by 1 (one) contractor has an opportunity to score the remaining 25 points. The remaining contractors can then only score a smaller number than 25.

Example:

Contractor 1 (evaluated as lowest cost) - Price: \$500/acre: 25 points awarded
Contractor 2 - Price: \$2500/acre: 5 points awarded

Doesn't an extreme low price skew the awarded points in favor of the low price and conversely, skew the points awarded against the higher priced contractors?

Answer #13: **An extremely low price does not skew the points. You are correct that lowest price scores the total 25 points. Remaining prices score lower based on the formula.**

Question #14: Are there any exotics?

Answer #14: **There should not be. However, if one is found please notify the Project Manager.**

Question #15: How many sites will be visited today and where?

Answer #15: **Three sites will be visited today. One will represent a worst case scenario, the other a typical site and third a finished site. All sites will be located in the Apalachicola National Forest.**

Question #16: Are all sites for the projects be within the Apalachicola National Forest area or will they be inside the panhandle or outside the panhandle?

Answer #16: **The majority of projects will be inside Apalachicola Forest, Eglin Air Force Base, Hurbert Field, some urban sites around Panama City Florida and some sites around the Escambia River. The solicitation was written to allow work statewide; however, there are no projects identified at this time.**

Question #17: Do you have a roster of projects ready that ready to go?

Answer #17: **Currently there are few that are going to be ready soon, but the scopes of work are not fully developed yet. Those projects are contingent on species, weather, breeding seasons and endangered species requirements.**

Question #18: Is the intent to be mainly removal from the site or outside the wetland area? Is there a preference from which one?

Answer #18: **That would be project specific. Dependent on project manager, site and species.**

Question #19: What is the size of some of these projects? Are 5 acres, 50 acres, or 100 acres?

Answer #19: Most of the ponds range from quarter acre to 3 acres at the most. Usually projects will lump several ponds together. The acre range for these projects tends to be 25 to 30 acres.

Question #20: Will four wheel be needed for the site visits?

Answer #20: Four wheel drive would be beneficially.

END OF ADDENDUM NO. 2