

Florida Department of Transportation  
.Notice to Contractors / Consultants:

The Department of Transportation is soliciting contracting and consulting services for the Design-Build projects identified below.

**QUALIFICATION REQUIREMENTS:** Design-Build firms must be qualified in accordance with Rule Chapter 14-91, Florida Administrative Code. Design-Build firms shall satisfy the technical qualification requirements of Rule 14-75, and all qualification requirements of Rule Chapter 1422, Florida Administrative Code. The Contractor or Joint Venture must be qualified in the advertised Construction Contractor Work Classes. The Contractor or Joint Venture cannot utilize subcontractors to meet the qualification requirements for the Construction Work Classes. The Design Consultant may utilize subconsultants to meet the advertised Professional Services Work Type requirements. All qualification requirements must be met prior to the Response Deadline. Two or more qualified parties submitting as a Joint Venture must meet the Joint Venture requirements of Rule Chapter 14-22, specifically Rule 14-22.007, Florida Administrative Code. Parties to a joint venture must submit a Declaration of Joint Venture, Form No. 375-02018, and receive approval from the Department prior to the Response Deadline for Letters of Interest or submittal of the Proposal, whichever occurs first.

**CONSULTANT ELIGIBILITY:** It is a basic tenet of the Department's contracting program that contracts are procured in a fair, open, and competitive manner. The Department requires that consultants representing the Department must be free of conflicting professional or personal interests. In order to prevent potential conflicts of interest, the Department has established guidelines to be followed by design consultants. Please familiarize yourself with the requirements of Procedure No. 375-030-006, also known as: "Restriction on Consultants' Eligibility to Compete for Department Contracts". By submitting a letter of interest or bid proposal as part of a Design-Build firm, or Joint Venture, the design consultant certifies that they are in compliance with Procedure No. 375-030-006. This procedure is available at the following link:

[Professional Services Publications Menu](#)

**SCRUTINIZED COMPANIES:** Section 287.135, Florida Statutes prohibits agencies from contracting with companies for goods or services of \$1 million or more, that are on either 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, Florida Statutes. A company that is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List may not bid on, submit a proposal for, or enter into a contract with an agency or local government entity for goods or services of \$1 million or more.

A Proposal Guaranty of not less than five percent (5%) of the total actual bid in the form of either a certified check, cashier's check, trust company treasurer's check, bank draft of any national or state bank, or a Surety Bid Bond made payable to the Florida Department of Transportation must accompany each bid in excess of \$150,000.00. A check or draft in an amount less than five percent (5%) of the actual bid will invalidate the bid. [Bid Bonds shall conform to DOT Form 375-020-34 furnished with the Proposal.](#)

**LOW BID TYPE,** bid proposals must be submitted by the date and time indicated in the advertisement. It is the responsibility of the Design-Build firm to insure that the complete letter of interest is received timely. For low bid type projects, an RFP may be requested by any interested party at the response address provided below. The technical proposal of the low bidder will then be reviewed to-determine its responsiveness. If found to be non-responsive, the next lowest bidder will be considered. A proposal will be considered non-responsive if it does not contain all of the

information and level of detail requested in the RFP. All bid openings and public meetings will be held in district headquarters unless otherwise noted. Changes to meeting dates and times will be updated under the All Advertisements link. The selection results will be posted on the Department's website ([www.dot.state.fl.us/procurement](http://www.dot.state.fl.us/procurement)) at the date and time indicated in the advertisement.

**Note:** The Department reserves the right to reject all proposals and/or to waive minor proposal irregularities.

Pursuant to Sections 120.57(3) and 337.11, Florida Statutes, and Rule Chapter 28-110, Florida Administrative Code, any person adversely affected by the agency decision or intended decision shall file with the agency both a notice of protest in writing and bond within 72 hours after the posting of the notice of decision or intended decision, or posting of the solicitation with respect to a protest of the terms, conditions, and specifications contained in a solicitation, and will file a formal written protest within ten days after the filing of the notice of protest. The required notice of protest and bond, and formal written protest must each be timely filed with the **Florida Department of Transportation, Clerk of Agency Proceedings, 605 Suwannee St, Mail Station 58, Tallahassee, FL 32399-0458**. Failure to file a notice of protest or formal written 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.

**E-VERIFY:** The Department of Transportation shall require the following .as a condition of all FDOT contracts:

*Vendor/Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the Contract -and shall expressly require any subcontractors performing work or providing services pursuant to the Contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term.*

**PROJECT NAME:** Landscape design and installation of median landscaping

**CONTRACT NUMBER:** E2N81

**FINANCIAL PROJECT NUMBER(S):** 20997535201, 21000465201, 21002065201, 42875415201, 42875915201

**FEDERAL PROJECT NUMBER(S):** N/A

**COUNTY:** Putnam, Alachua, and St. Johns

**PROJECT DESCRIPTION:** Landscape design and installation of median landscaping for SR 19 from North of SR 100 to SR 15/US 17; Putnam County; SR 20 from SR 19 to Palm Ave., Putnam County; SR 15/US 17 from SR 100 to SR 19, Putnam County; SR 20 from SE 27<sup>th</sup> Street to SE 55<sup>th</sup> Blvd., Alachua County; SR 16 from CR 16A to International Golf Parkway, St. Johns County.

**BUDGET AMOUNT\*:** \$1,225,085.00

\*Actual commitment and final execution of this contract is contingent upon an approved legislative budget and availability of funds

**ESTIMATED CONTRACT TIME:** NOT TO EXCEED 215 DAYS

**SELECTION PROCEDURE:**

LOW BID TECHNICALLY ACCEPTABLE

**RESPONSE REQUESTED:**

TECHNICAL PROPOSAL AND PRICE PROPOSAL

**PREQUALIFICATION REQUIREMENTS:**

**1) CONTRACTOR - WORK CLASS REQUIREMENTS**

LANDSCAPING

**2) DESIGN - PROFESSIONAL SERVICES WORK TYPE REQUIREMENTS**

15.0 LANDSCAPE ARCHITECT

3.1 MINOR HIGHWAY DESIGN

**TECHNICAL QUESTIONS SHOULD BE ADDRESSED TO:**

<http://www2.dot.state.fl.us/construction/biddquestionrmain.asp>

**RESPONSE PROCEDURE:** The Technical Proposal shall be bound with tabs labeled Section 1 through 8 with the information, paper size and page limitation requirements listed below:

A copy of the "Complete Written Proposal, including plans" and must also be submitted in PDF format on a CD with a minimum font size of twelve (12). **BIND AS INEXPENSIVELY AS POSSIBLE, WE WILL NOT BE RETURNING UNUSED DOCUMENTS TO YOU.**

Submit (1) original and (4) copies of the Technical Proposal.

THE WRITTEN TECHNICAL PROPOSAL BOX SHALL BE IDENTIFIED WITH THE CONTRACT NUMBER, COMPANY NAME, CLEARLY MARKED "TECHNICAL PROPOSAL," AND DELIVERED IN A SEPARATE SEALED PACKAGE

Submit (1) original Price Proposal.

THE PRICE PROPOSAL PACKAGE SHALL BE IDENTIFIED WITH THE CONTRACT NUMBER, COMPANY NAME, CLEARLY MARKED "PRICE PROPOSAL," AND DELIVERED IN A SEPARATE SEALED PACKAGE

THE TECHNICAL PROPOSAL AND PRICE PROPOSAL SHALL BE DELIVERED TO: Florida Department of Transportation, District 2, Attention: Shirley Williams, 1109 S. Marion Avenue, Lake City, Florida 32025-5874

**DBE/MBE REQUIREMENTS:** THE DEPARTMENT HAS ASSIGNED AN 8.60% DBE AVAILABILITY GOAL TO THIS PROJECT.

**SPECIAL NOTES:** Firms interested in being considered for the project should request a project package (Project Criteria and Request for Proposal) by submitting the Fax Order Form found on the District Two District Contracts website located at:

<http://www.dot.state.fl.us/contractsadministrationdistrict2>. Project packages will be e-mailed to those firms that have requested them.

Bid proposals with technical proposals will be due to the District Two Contracts Office as advertised in the Calendar of Events on or before 2:00 p.m. No late bids with technical proposals will be accepted after the 2:00 p.m. deadline of the bid due date.

**RESPOND TO:**

FLORIDA DEPARTMENT OF TRANSPORTATION - DISTRICT 2  
1109 SOUTH MARION AVENUE – MAIL STATION 2105  
LAKE CITY, FLORIDA 32025-5875  
**ATTENTION:** SHIRLEY WILLIAMS  
**PHONE:** 386-758-3764