



Director of Facilities, Maintenance & Transportation
Anthony Busin

Request for Qualifications (RFQ)
RFQ 24-00026
Construction Management Services
for
The New LaBelle High School

Notice is hereby given that the Hendry County School Board intends to select a Construction Management firm for the New LaBelle High School.

The individual project assigned under this contract will have an estimated construction cost of approximately \$76.0 million.

A proposal in response to this RFQ must be submitted to the Hendry County School Board, Finance Department **ATTN: Lynn Willis**, 111 Curry Street, LaBelle, Florida 33935, no later than April 2, 2024 by 3:00 p.m. EST.

A Pre-Construction meeting will be held on Tuesday, March 12, 2024 at 10:00 a.m. EST located at the District Main Office, 300 W. Cowboy Way, LaBelle, FL 33935.

A Public Bid opening will be held on Friday, April 5, 2024 at 10:00 a.m. EST located at 111 Curry Street, LaBelle, FL 33935.

RFQ 24-00026 – The New LaBelle High School

The responsibility for submitting a response to this RFQ to the Hendry County School Board, Finance Department, on or before the stipulated time and date will be solely and strictly the responsibility of the Proposer. Hendry County School Board will in no way be responsible for delays caused by the United States Postal Service or by any other delivery service or occurrence. Any proposal received after the stipulated time and date will not be accepted, and/or opened and will be returned to the Proposer.

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SECTION 1 – REQUEST FOR QUALIFICATIONS (RFQ)

Firms interested in providing CONSTRUCTION MANAGEMENT services to the Hendry County School Board are hereby notified that a sealed Proposal for providing the requested services in response to this RFQ will be accepted until time and date listed within the schedule in Section 2 and must be received by mail or delivered by hand to the following location. Proposals received after this deadline will not be accepted.

Hendry County School Board
Finance Department
Attn: Lynn Willis
111 Curry Street
LaBelle, FL 33935

The Proposal is limited to 70 information pages and shall be presented in a binder format. Ten (10) copies, one (1) original marked “original” and nine (9) copies of the Proposal, shall be signed by a person(s) legally authorized to bind the firm and submitted in a sealed package clearly labeled with the RFQ number and the name of the submitting firm. In addition, one (1) flash drive shall accompany the Proposal submittal.

The format of the Proposal shall be in strict conformance to stipulated criteria in Instructions to Submitting Firms (Section 3) and the Evaluation Criteria (Section 4).

SECTION 2 – SCOPE OF SERVICES

The scope of work is construction of a New LaBelle High School located at Helms Road, LaBelle, FL 33935 (“the site”). The facility will consist of approximately 225,000 square feet and consist of approximately 1,500 student stations. The project will be funded with State Special Facilities Construction Account funds and may or may not be funded in phases. Construction will begin approximately July 1, 2024 with anticipated final completion within 30 months.

Schedule

The following dates and activities identify proposed project schedule milestones (subject to modification by Hendry County School Board):

District Releases Request for Qualifications for CM	March 5, 2024
Pre-Construction Meeting *The Pre-Construction Meeting is anticipated to begin at approximately 10:00 AM EST at the following address: 300 W. Cowboy Way LaBelle, FL 33935 Upon conclusion of the Pre-Construction Meeting, a tour of the site will take place immediately following.	March 12, 2024
Deadline for Response to Questions	March 22, 2024
Deadline for Qualification Responses	April 2, 2024
Bid Opening	April 5, 2024
Rating of Initial Proposals by Selection Committee	April 15, 2024
Notification of Short List Firms	April 18, 2024
Recommendation to Board of Short List Firms***	May 7, 2024
Presentation of Short List Firms	May 9, 2024
Recommendation of Selected Firms Finalized	May 10, 2024
Board Approval of Selected Firms ***	May 21, 2024

Board Approval of Master Agreement with Selected Firm ***	June 18, 2024
Anticipated estimated start date of construction	July 1, 2024
Anticipated estimated completion of construction	January 1, 2027
*** Regularly Scheduled Board Meetings	

SECTION 3 – INSTRUCTIONS TO SUBMITTING FIRMS

A. Purpose

The intent of this Request for Qualifications (RFQ) is to retain a Construction Management firm to build a New LaBelle High School for the Hendry County School Board.

B. Questions

Any questions, requests for clarifications or interpretations regarding this RFQ during the submittal preparation period (or reporting errors, inconsistencies, or ambiguities) must be submitted in writing to Greg Kelley, CRA Architects, via email to gkelley@craarchitects.com and Tony Busin, via email to busina@hendry-schools.net no later than the date and time listed in Section 2. No questions or clarifications will be considered after that date and time. Questions must be typed or printed. Responses will be posted as an addendum and made available on the Purchasing Department page on the HCSD website (www.hendry-schools.org).

C. Required Submittal Format

Proposers interested in being considered for these services shall submit a total of ten (10) bound copies, including one (1) bound response marked “original”, and one (1) flash drive containing all original documents of the required response to the Request for Qualifications (RFQ) and shall be signed by a person(s) legally authorized to bind the firm.

To facilitate analysis of its submittal, the firm must prepare its proposal in accordance with the criteria outlined in Section 4. **Proposals shall respond to each of the Criteria in the same order listed and use tabs to identify each section.** The Proposal is **limited to 70 informational pages** and shall be presented in a binder format. Proposals shall be submitted in a sealed package clearly labeled with the RFQ number and the name of the submitting firm.

Hendry County School Board emphasizes that the Proposer concentrate on accuracy, completeness, and clarity of content. The Proposer must use sections and tabs which are clearly identified and also must number and label all parts, pages, figures, and tables in the proposal.

If a firm’s proposal deviates from these instructions, such proposal may, in Hendry County School Board’s sole discretion, be rejected.

D. General Conditions for Submissions

1. Issuance of the RFQ does not constitute a commitment by Hendry County School Board to award a contract. Hendry County School Board reserve the right to reject any or all submissions received in the response to the RFQ, cancel the RFQ, or waive any technicalities or formalities when and if it is deemed in the best interest of Hendry County School Board to do so.
2. The award of any contract hereunder is subject to the provisions of Chapter 112, Florida Statutes (Florida Statute 112.313). Proposers must disclose with their Proposal the name of any officer,

director, partner, proprietor, associate or agent who is also an officer or employee of Hendry County School Board. Further, all Proposers must disclose the name of any officer or employee of Hendry County School Board who owns, directly or indirectly, any interest in the Proposer's firm or any of its branches or affiliate companies.

3. 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 proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals 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 from the date of being placed on the convicted vendor list. (F.S. 287.133). By submitting a proposal, the Proposer represents that restrictions related to public entity crimes stated in Section 287.133(2)(a), Florida Statutes, do not apply to either his/her own company, or that his/her subcontractors or suppliers.
4. Hendry County School Board reserves the right to request clarification of information submitted and to request additional information from one or more firms.
5. All Proposals become the property of the Hendry County School Board upon receipt and will not be returned to the Proposer.
6. Hendry County School Board operates under the public disclosure laws required of governmental agencies. Proprietary firm information must be identified and will be protected to the greatest extent possible, but must be disclosed by Hendry County School Board upon receipt of a Public Records Request.
7. By making a submission, the Proposer agrees to comply with all applicated federal, state and local Statutes and regulations.
8. Hendry County School Board accepts no responsibility for any expenses incurred by those Proposers Offering their services in the preparation of a response to either this RFQ or subsequent requests. All submitting expenses shall be borne by the offering Proposer exclusively.
9. The successful Proposer shall obtain approval from Hendry County School Board prior to reassigning any key staff involved in the performance of this service as shown in the submission.
10. The successful Proposer will also obtain approval from Hendry County School Board prior to assigning any new personnel to their key staff positions. Such approval will not be unreasonably withheld. Hendry County School Board may, with prior written substantiation, require removal of any employee(s) of the successful Proposer who Hendry County School Board reasonably deems incompetent, careless, insubordinate, unsuitable, or otherwise unacceptable, or who's continued employment on the contract it deems contrary to public interest or not in the best interest of Hendry County School Board.
11. News releases pertaining to this procurement or contract shall not be made without prior written approval from Hendry County School Board.
12. Hendry County School Board reserves the right to proceed to interview without further discussion of submissions received, in accordance with the Consultant's Competitive Negotiation Act (CCNA).
13. As a condition of the award, the successful Proposer shall, at its expense, ensure that all of the Contractor's employees and the employees of Contractor's subcontractors who will be permitted Access on School grounds when students are present meet the background screening requirements of Sections 1012.465, 1012.467 and 1012.468 Florida Statutes, (Jessica Lunsford Act). Contractor's failure to comply with this requirement will constitute a material breach of the contract. formation regarding the compliance procedure is available by calling the Human Resources Office of Hendry County School Board at (863) 674-4553. All costs to comply with this requirement will be borne by the contractor.
14. Respondents to this solicitation or persons acting on their behalf may not contact, between the

release of the solicitation and the end of the 72-hour period following Hendry County School Board posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of Hendry County School Board concerning any aspect of this solicitation, except in writing to the authorized Hendry County School Board representative identified in Section 3(b). Violation of this provision may be grounds for rejecting a response.

15. Subsequent to the execution of an Agreement, no reports, information or data given to or prepared by the successful Proposer shall be made available to any individual or organization by the successful Proposer without the prior written approval of Director of Operations.
16. Any contract resulting from this RFQ shall be governed by the laws of Florida, without giving effect to the choice of laws principles thereof, and is deemed to have been executed, entered into and performed within Florida. The parties hereby irrevocably submit to jurisdiction in Florida, and venue shall lie in the Hendry County Courts. The parties hereby waive any objections to such jurisdiction and venue.
17. If attempts for contract negotiations fail with the selected firm, then negotiations will begin with the next highest ranked firm until a successful contract is awarded.
18. As a condition of the award, the successful Proposer affirmatively states that it is registered with and uses E-Verify system, as defined in F.S. 448.095, to verify the work authorization status of all newly hired employees, contractor and subcontractors.
19. When considering final contract negotiations, the master agreement will include applicable Provisions regarding public access to all records concerning this Contract according to applicable Florida laws including Chapter 119, Florida Statutes.
20. All firms submitting a Proposal in response to this RFQ understand that compliance with Florida Statute 255.065 governing public-private partnerships is mandatory. Should the firm be selected to continue with contract negotiations, F.S. 255.065(7)(a) shall govern the requirements of the comprehensive agreement.

E. Construction Management at Risk Services

Firms submitting a response to this RFQ must be a licensed as a general contractor in the State of Florida at the time of application. Further, if a corporation, the applicant registered in the State of Florida by the Department of the State, Division of Corporations, at the time of finalists' selection by the Selection Team. Joint ventures, if selected, will be expected to sign a form of contract making each venture jointly and severally liable for its actions and its co-venture's actions under this contract, or alternatively to provide a copy of an executed, formal joint-venture agreement that so binds each to the other.

F. Insurance Requirements

Vendors shall furnish a Certificate of Insurance that complies with the insurance requirements listed below. The Certificate of Insurance shall list the deductible to include any self-insured retention (SIR) as well as the type of policy purchased (i.e. claims made or per occurrence) for each of the policies listed below. The following liability coverage limits must not be less than the limits specified. A thirty (30) day advance notice of cancellation is required. The policies must be specifically endorsed to grant Hendry County School Board the same notification rights that it provides to the first named insured as respects cancellation and non-renewal. This endorsement must be attached to the certificate of insurance. Hendry County School Board by and through its Risk Management Department and, in cooperation with the Purchasing Department, reserves the right to review, modify, reject or accept any required policies of insurance, including limits, coverages or endorsements, herein from time to time throughout the term of this contract. Only insurance companies authorized to do business in the State of Florida with a Best Rating of "B+" or better and a financial size category of "IX" or better according to the latest edition of Best's Key Rating Guide, published A.M. Best Company shall be acceptable.

1. General Liability

COMMERCIAL GENERAL LIABILITY INSURANCE, INCLUDING CONTRACTURAL LIABILITY, TO COVER THE HOLD HARMLESS AGREEMENT SET FORTH HEREIN, WITH LIMITS OF NOT LESS THAN:

EACH OCCURRENCE	\$1,000,000
PERSONAL/ADVERTISING INJURY	\$1,000,000
PRODUCTS/COMPLETED OPERATIONS AGGREGATE	\$2,000,000
GENERAL AGGREGATE	\$2,000,000
FIRE DAMAGE	\$100,000 ANY 1 FIRE
MEDICAL EXPENSE	\$5,000-\$10,000 ANY 1 PERSON

AN ADDITIONAL INSURED ENDORSEMENT MUST BE ATTACHED TO THE CERTIFICATE OF INSURANCE IS TO BE WRITTEN ON AN OCCURRENCE FORM BASIS. THIS INSURANCE SHALL APPLY AS PRIMARY INSURANCE/NON-CONTRIBUTORY WITH RESPECT TO ANY OTHER INSURANCE OR SELF-INSURANCE PROGRAMS AVAILABLE TO HENDRY COUNTY SCHOOL BAORD. A PER PROJECT AGGREGATE LIMIT ENDORSEMENT SHOULD BE ATTACHED. DEFENSE COSTS ARE TO BE IN ADDITION TO THE LIMIT OF LIABILITY. A WAIVER OF SUBROGATION IS TO BE PROVIDED IN FAVOR OF HENDRY COUNTY SCHOOL BOARD. XCU COVERAGE IS TO BE INCLUDED WHEN INDICATED BY THE SCOPE OF SERVICE. COVERAGE SHOULD EXTEND TO INDEPENDENT CONTRACTORS AND FELLOW EMPLOYEES. COVERAGE IS TO INCLUDE A CROSS LIABILITY OR SEVERABILITY OF INTERESTS PROVISION AS PROVIDED UNDER THE STANDARD ISO FORM SEPARATION OF INSUREDS CLAUSE.

2. Automobile Liability

BUSINESS AUTOMOBILE LIABILITY FOR ANY AUTO (ALL OWNED, HITED, AND NON-OWNED AUTOS) WITH LIMITS OF NOT LESS THAN \$1,000,000 PER ACCIDENT. IN THE EVENT VENDOR DOES NOT OWN ANY AUTOMOBILES, HENDRY COUNTY SCHOOL BOARD WILL ACCEPT PROOF OF HIRED AND NON-OWNED AUTO LIABILITY ONLY. CERTIFICATE HOLDER MUST BE LSITED AS ADDITIONAL INSURED. A WAIVER OF SUBROGATION MUST BE PROVIDED. COVERAGE SHOULD APPLY ON A PRIMARY BASIS.

3. Workers' Compensation

WORKERS' COMPENSATION INSURANCE WITH LIMITS EQUAL TO FLORIDA STATUTORY REQUIREMENTS. EMPLOYERS LIABILITY MUST INCLUDE LIMITS OF AT LEAST \$500,000 EACH ACCIDENT, \$500,000 EACH DISEASE/EMPLOYEE, \$500,000 EACH DISEASE/MAXIMUM. A WAIVER OF SUBROGATION MUST BE PROVIDED. COVERAGE SHOULD APPLY ON A PRIMARY BASIS. SHOULD SCOPE OF WORK PERFORMED BY VENDOR QUALIFY ITS EMPLOYEES FOR BENEFITS UNDER FEDERAL WORKERS' COMPENSATION STATUTE (EXAMPLE, U.S. LONGSHORE & HARBOR WORKERS ACT OR MERCHANT MARINES ACT), PROOF OF APPROPRIATE FEDREAL ACT COVERAGE MUST BE PROVIDED. WORKERS' COMPENSATION EXEMPTION FORMS WILL NOT BE ACCEPTED FOR THE PROJECT ARCHITECT, ENGINEER, GENERAL CONTRACTOR, OR SOLE PRACTITIONER THAT INTENDS TO SUB-CONTRACT THE WORK TO OTHER INDIVIDUALS OR COMPANIES. THESE ENTITIES OR INDIVIDUALS ARE REQUIRED TO PURCHASE A WORKERS' COMPENSATION INSURANCE POLICY.

If Workers' Compensation Insurance or Form DWC-250 Notice of Election to be Exempt is not provided, vendor must indicate the reason, by signature, from the following:

1) Vendor is an Independent Contractor.

Signature _____

2) Vendor is an employer in the non-construction industry, who employees less than four part-time or full-time employees.

Signature _____

4. Professional Liability

WHEN INDICATED BY THE SCOPE OF SERVICES, VENDOR MUST MAINTAIN PROFESSIONAL LIABILITY OR EQUIVALENT ERRORS & OMISSIONS LIABILITY WITH LIMIT OF NOT LESS THAN \$1,000,000 PER OCCURRENCE. FOR POLICIES WRITTEN ON A CLAIMS MADE BASIS, VENDOR SHALL MAINTAIN A RETROACTIVE DATE PRIOR TO OR EQUAL TO THE EFFECTIVE DATE OF THIS CONTRACT. IN THE EVENT THE POLICY IS CANCELED, NON-RENEWED, SWITCHED TO AN OCCURRENCE FORM OR THERE IS A CHANGE IN RETROACTIVE DATE, VENDOR MUST PURCHASE AN EXTENDED REPORTING PERIOD RIDER DURING THE LIFE OF THIS CONTRACT OF NOT LESS THAN 3 YEARS. COVERAGE IS TO APPLY ON A PRIMARY BASIS.

5. Umbrella/Excess Coverage

UMBRELLA/EXCESS LIABILITY INSURANCE THAT PROVIDES COVERAGE FOR ALL UNDERLYING POLICIES WITH LIMITS OF NOT LESS THAN \$1,000,000.

G. Evaluation Criteria

The Selection Committee will evaluate the written proposals to determine who to shortlist and interview based upon Proposal Evaluation Criteria below. After this evaluation process, those firms presenting the most responsive statements will be shortlisted and asked to present a personal interview before the Committee.

Hendry County School Board reserves the right to accept or reject any proposal in the best interest of the School District.

Hendry County School Board reserves the right to award the contract to the next most qualified firm if the successful firm does not begin the contractual services within fifteen (15) days of signing the contract and/or if an acceptable fee cannot be negotiated.

The following Criteria are intended to provide the Selection Committee with information regarding the qualifications of each proposing Construction Management Firm. The submittal shall be organized, tabbed and shall respond to each of the Criteria in the same order listed below.

Written Proposal Format and Evaluation Criteria

1. TAB 1: LENGTH OF TIME IN BUSINESS (0-5 Points)

Rank the firm based on the number of years in business.

2. TAB 2: COMPANY LOCATION (0-5 Points)

Rank the firm based on location of home and branch offices.

3. TAB 3: MINORITY BUSINESS ENTERPRISE, WOMEN OR VETERAN OWNED (0-5 Points)

Rank the firm based on their Certification as a Minority Business Enterprise, Women or Veteran Owned Business.

4. TAB 4: AVAILABILITY TO START AND MEET SCHEDULE (0-10 Points)

Rank the firm based on their current workload, availability, and ability to start and complete the project on time.

5. TAB 5: INSURANCE, BONDING CAPACITY, LITIGATION AND SETTLEMENTS (0-10 Pts.)

Rank the firm based on proof of insurance, bonding capacity, and applicable coverage for this project. In addition, disclose any pending litigation and any settlements in the past five (5) years.

6. TAB 6: QUALIFICATIONS OF STAFF ASSIGNED TO PROJECT (0-10 Points)

Rank the firm based on their staff's experience/resumes with and qualifications that are assigned to this Project.

7. TAB 7: PAST PERFORMANCE – FIVE (5) PREVIOUS CLIENTS (0-10 Points)

Rank the firm based on their five previous clients using Reference Form 330.

8. TAB 8: ABILITY TO MEET BUDGET (0-15 Points)

9. Tab 9: PREVIOUS EXPERIENCE BUILDING HIGH SCHOOLS TO SREF REQUIREMENTS (0—15 Points)

Rank the firm based on their previous experience giving special attention to High Schools and meeting the School Requirements for Educational Facilities Criteria.

10. Tab 10: EXPERIENCE WITH SPECIAL FACILITIES CONSTRUCTION ACCOUNT PROJECTS AS WELL AS PHASED FUNDING (0-15 Points)

Rank the firm based on their previous experience building schools using the Special Facilities Construction Account program and phased funding.

11. Tab 11: PREVIOUS EXPERIENCE WITH DAVIS-BACON ACT COMPLIANCE (0-5 Points)

Rank the firm based on their previous experience complying with the Davis-Bacon Act and/or the Methodology the firm would use for compliance.

Presentation/Interview Possible Point – 100 Points

Presentation/Interview Format and Evaluation Criteria

1. STAFF ASSIGNED TO PROJECT (0-15 Points)

Rank the firm based on their staff's experience/resumes with and qualifications that are assigned to this Project.

2. LOCAL PARTICIPATION (0-15 Points)

Rank the firm based on the recruitment and utilization of local contractors, subcontractors, vendors and Labor.

3. PREVIOUS EXPERIENCE BUILDING HIGH SCHOOLS TO SREF REQUIREMENTS (0-15 Points)

Rank the firm based on their previous experience giving special attention to High Schools and meeting the School Requirements for Educational Facilities Criteria.

4. EXPERIENCE WITH SPECIAL FACILITIES CONSTRUCTION ACCOUNT PROJECT AS WELL AS PHASED FUNDING (0 -10 Points)

Rank the firm based on their previous experience building with phased funding that is common with building schools using the Special Facilities Construction Account.

5. ABILITY TO MEET THE SCHEDULE (0-10 Points)

Rank the firm based upon their ability to meet the schedule.

6. CONSTRUCTION PHASING & STAGING PROPOSAL FOR HENDRY (0-10 Points)

Rank the firm based on their plans and ideas for construction phasing and staging for LaBelle High School.

7. PRE-CONSTRUCTION SERVICES (0-10 Points)

Rank the firm based on their bidding policies, materials pricing, and experience with owner direct purchase.

8. ABILITY TO MEET BUDGET (0-15 Points)

Rank the firm based on their experience and methodology to keep project within the budget and comply with Davis-Bacon Act, and archive documents and materials to withstand the scrutiny of the auditor.

Presentation/Interview Possible Points – 100 Points

SECTION 4 -SELECTION PROCESS

Short-List

The written Proposals received in response to this RFQ will be evaluated and ranked by a Selection Committee, comprised of not less than six (6) voting members in accordance with the process and evaluation criteria and utilizing the attached Ranking Sheet. Various Professional Consultants, representatives from Hendry County School Board may also be present during this process as non-voting members of the Committee. A ranking shall be established by totaling the sum of the scores given to each Proposer by all voting members of the Selection Committee. The Committee has the option to select (short-list) and/or award a minimum of two (2) Proposer's who may give a presentation at a later date to the Selection Committee.

No information will be released by the Hendry County School Board after the due date for submission of the Proposals until the selection of the short-listed firms has been made. All submitting firms will receive notification of the Proposer's selected. The ranking established for short-listing will not carry forward to the next portion of the process. In accordance with the CCNA, Hendry County School Board reserves the right to conduct or not conduct interviews, at its sole discretion.

Presentation/Interview

Presentations are tentatively scheduled for the date range listed in Attachment A. Proposers should plan on forty (40) minutes for introductions and presentations and twenty (20) minutes for questions and discussion in a "sit down" meeting format. The Selection Committee would like those individuals who will be directly involved in the project to attend the presentation/interview. Presentation boards, PowerPoint presentations, and/or 8 ½" by 11" handouts are permissible. One (1) flash drive containing all documents to be used during the presentation shall be given to the committee prior to the start of the presentation. The Selection Committee will evaluate and rank the Proposer based on the qualification submittals and presentations in accordance with the process and evaluation criteria. A ranking shall be established by totaling the sum of the scores given to each Proposer by all voting members of the Selection Committee for the Presentation/Interview. The ranking by the Selection Committee for the Presentation/Interview will stand alone as the final ranking and will not be combined with the written Proposals.

Evaluation Criteria Rating Sheets

The Selection Committee will evaluate the Proposals received in response to this RFQ based on the Evaluation Criteria included in this document. The Selection Committee will utilize the attached Evaluation Rating Sheets for both the Short Listing and Presentation/Interview portions of the process.

Recommendation

The Selection Committee will recommend to the Hendry County School Board that an Agreement for services be negotiated with the firm with the highest total points from the Presentation/Interview for the New LaBelle High School in accordance with CCNA provisions.

Attachment A – Insurance Requirements Form

Hendry County School District

X 1. Workers' Compensation – Statutory Limits of Florida Statutes, Chapter 440 and all Federal Government Statutory Limit and Requirements. Policy must include Employers Liability with a limit of \$500,000 per incident.

X 2. Commercial General Liability – Bodily Injury & Property Damage - \$1,000,000 Single limit per occurrence.

X 3. Indemnification: The Contractor/Vendor, in consideration of One Hundred Dollars (\$100.00), the receipt and sufficiency of which is accepted through the signing of this document, shall hold harmless and defend The Hendry County School District and its agents and employees from all suits and actions, including attorney's fees and all costs of litigation and judgments of any name and description arising out of or incidental to the performance of this contract or work performed there under. This provision shall also pertain to any claims brought against The Hendry County School District by an employee of the named Contractor/Vendor, any Subcontractor, or anyone directly or indirectly employed by any of them. The Contractor/Vendor's obligation under this provision shall not be limited in any way by the agreed upon contract price as shown in this Contract or the Contractor/Vendor's limit of, or lack of, sufficient insurance protection. The first One Hundred Dollars (\$100.00) or money received on the contract price is considered as payment of this obligation by The Hendry County School District.

 4. Automobile Insurance – Owned, non-owned, hired - \$1,000,000 Each occurrence.

X 5. Professional Liability \$1,000,000

X 6. Vendor shall insure that any and all subcontractors comply with the same insurance requirements as outlined above.

X 7. The Hendry County School District must be named as Additional Insured on the insurance certificate for all coverages, except Workers' Compensation and Professional Liability.

X 8. The Hendry County School District shall be named as the Certificate Holder to read as follows:

The School District of Hendry County, Florida
Financial Services
P.O. Box 1980
Labelle, Florida 33975

X 9. Thirty (30) days cancellation notice is required.

X 10. The Certificate must state the BID Number and Title.

Insurance Requirements Continued

CERTIFICATION:

I/We understand the insurance requirements contained in these specifications, and that the evidence of said insurance is required within five (5) business days of the Notice of Award of the proposal. The Hendry County School District must be named as "ADDITIONAL INSURED" on the Insurance Certificate for Commercial General Liability and the Business Auto Liability policies. The Hendry County School District desires proof of insurability at levels required for this proposal.

A current certificate of insurance is attached: _____ Yes _____ No

Bidder Signature

Bidder Name

Bidder Title

Attachment B – Debarment Form

Hendry County School District

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

1. By signing and submitting this bid/proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this bid is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "bid," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this bid is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this bid that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this bid that it will include the clause titled Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transactions, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to, check the No Procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION: The prospective lower tier participant certifies by submission of this bid/proposal that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by and Federal department or agency. Where the prospective lower tier participant is unable to certify any of the statements in this certification, such prospective participant must attach an explanation.

Bidder Signature: _____

Bidder Name: _____

Bidder Title: _____

Attachment C – Drug Free Workplace

Hendry County School District

The undersigned bidder, in accordance with Florida Statute 287.087, hereby certifies that _____ does:

(name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 thru 5.

I certify that this business, named above, complies fully with the above requirements.

Authorized Officer Signature

Date

Name

Title

Attachment D – Public Entities Crime Form
SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA STATUTES,
PUBLIC ENTITY CRIMES

Hendry County School District

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted by _____
(name of entity) who business address is _____ and Federal Employer ID
Number (FEIN), if applicable, is _____. If the entity has no FEIN,
you must include the social security number of the individual signing this sworn statement.

My name is _____ and my relationship to the
_____ (print name of individual signing) entity above is
_____.

I understand that a public entity crime, as defined in Florida Statute 287.133(1)(g) means a finding of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a violation of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision

of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)

_____ The person HAS _____ or HAS NOT _____ been placed on the convicted contractor list. (Please describe any action taken by or pending with the Department of Management Services concerning removal from the list.)

Authorized Officer Signature

Date

Name

Title

State of _____

County of _____

_____ Appeared in person before me, who is personally known to me or provided the following identification _____, affixed his/her signature in the space provided above on this _____ day of _____, 20____.

NOTARY PUBLIC

My commission expires

Attachment E – Scrutinized Company Certification

Hendry County School District

I hereby swear or affirm that as of the date below this company is not listed on a Scrutinized Companies list created pursuant to 215.4725, 215.473, or 287.135, Florida Statutes. Pursuant to 287.135, Florida Statutes I further affirm that:

1. This company is not participating in a boycott of Israel such that it is not refusing to deal, terminating business activities, or taking other actions to limit commercial relations with Israel, or persons or entities doing business in Israel or in Israeli-controlled territories, in a discriminatory manner.
2. This Company does not appear on the Scrutinized Companies with Activities in Sudan List where the State Board of Administration has established the following criteria:
 - a. Have a material business relationship with the government of Sudan or a government-created project involving oil related, mineral extraction, or power generation activities, or
 - b. Have a material business relationship involving the supply of military equipment, or
 - c. Impart minimal benefit to disadvantaged citizens that are typically located in the geographic periphery of Sudan, or
 - d. Have been complicit in the genocidal campaign in Darfur.
3. This Company does not appear on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List where the State Board of Administration has established the following criteria:
 - a. Have a material business relationship with the government of Iran or a government created project involving oil related or mineral extraction activities, or
 - b. Have made material investments with the effect of significantly enhancing Iran's petroleum sector.
4. This Company is not engaged in business operations in Cuba or Syria.

Name of Company

Authorized Officer Signature

Date

Name

Title

Hendry County School District
Construction Manager Request for Qualifications Evaluation Form/RFQ 24-00026

Project Name: New LaBelle High School

Date: _____

Company Name	Tab 1 Length of Time in Business	Tab 2 Company Location	Tab 3 Minority Business Enterprise. Women or Veteran Owned Business	Tab 4 Availability to Start and Meet Schedule	Tab 5 Insurance Carrier, Bonding Capacity, Litigation and Settlements	Tab 6 Qualifications of Staff Assigned to Project	Tab 7 Past Performance - Five Previous Clients	Tab 8 Description of Previous Experience in Building Florida K-12 Schools to SREF Specs	Tab 9 Previous experience giving special attention to High Schools and meeting the School Requirements for Educational Criteria	Tab 10 Experience with SFCA Projects as well as Phased Funding	Tab 11 Previous Experience with Davis- Bacon Act Compliance	Total	Rank
	(0-5)	(0-5)	(0-5)	(0-10)	(0-5)	(0-10)	(0-10)	(0-15)	(0-15)	(0-15)	(0-5)	(0-100)	

Selection Committee Signatures:

Comments:

Hendry County School District

Construction Manager Short-List Presentation - Interview Evaluation Form/RFQ 24-00026

Project Name: New LaBelle High School

Date: _____

Company Name	Staff Assigned to Project	Local Participation	Previous experience giving special attention to High Schools and meeting the School Requirements for Educational Criteria	Experience Working with Special Facilities Construction Account Projects as well as Phased Funding	Ability to Meet the Schedule	Construction Phasing & Staging for LaBelle High School Project	Pre- Construction Services	Ability to Meet Budget	Total	Rank
	(0-15)	(0-15)	(0-15)	(0-10)	(0-10)	(0-10)	(0-10)	(0-15)	(0-100)	

Selection Committee Signatures:

Comments:
