

REQUEST FOR PROPOSAL #14-2887FL

WATER TANK (ELEVATED / CONCRETE GROUND) MAINTENANCE & INSPECTION SERVICES

Manatee County, a political subdivision of the State of Florida (hereinafter "Manatee County" or the "County") will receive proposals from individuals, corporations, partnerships, and other legal entities authorized to do business in the State of Florida, to provide Water Tank Maintenance & Inspection Services.

DEADLINE FOR CLARIFICATION REQUESTS: **September 15, 2014 at 5:00 PM** shall be the deadline to submit all inquiries, suggestions, or requests concerning interpretation, clarification or additional information pertaining to this Request for Proposal to the Manatee County Purchasing Division. This deadline has been established to maintain fair treatment for all potential proposers or Proposers, while ensuring an expeditious transition to a final agreement.

TIME AND DATE DUE: Proposals will be received until **September 26, 2014 at 4:00 P.M.** at which time they will be **publicly opened**. All interested parties are invited to attend this opening.

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Important Note: **A prohibition of Lobbying is in place. Please review paragraph A.17 carefully to avoid violation and possible sanctions.**

FOR INFORMATION CONTACT:
Frank G. Lambertson, Contracts Negotiator
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Manatee County Financial Management Department
Purchasing Division

AUTHORIZED FOR RELEASE: DWW

SECTION A: INFORMATION TO PROPOSERS

PROPOSERS MUST COMPLY WITH THE FOLLOWING INSTRUCTIONS TO BE CONSIDERED FOR SELECTION.

A.01 OPENING LOCATION

These proposals will be publicly opened at Manatee County Purchasing Division, 1112 Manatee Avenue West, 8th Floor, Suite 803, Bradenton, Florida 34205, in the presence of County officials at the time and date stated on the cover sheet. All Proposers or their representatives are invited to attend.

A.02 PROPOSAL INFORMATION AND PROPOSAL DOCUMENTS

Request For Proposals on <http://www.mymanatee.org>

Request For Proposal documents and the Notices of Intent to Award related to those Proposals are available for download in a portable document format (.PDF) file on the Manatee County web page on the Purchasing tab under "Bids and Proposals". You may access these files using Adobe Acrobat software. You may download a free copy of this software (Adobe) from the County's web page if you do not have.

Manatee County collaborates with the Manatee Chamber of Commerce on distributing solicitations using the Chambers website: <http://www.Manateechamber.com>. This step is in addition to the posting on Manatee County Government web page.

Manatee County may also use an internet service provider to distribute Bids and Proposals. A link to that service <http://www.DemandStar.com>, is provided on this website under the Tab "MyDemandStar". Participation in the DemandStar system is not a requirement for doing business with Manatee County.

Note: The County posts the **Notice of Source Selection** prior to COMMENCING NEGOTIATIONS with the selected firms.

IT IS THE RESPONSIBILITY OF EACH PROPOSER, PRIOR TO SUBMITTING THEIR PROPOSAL, TO CONTACT THE MANATEE COUNTY PURCHASING DIVISION (see contact information on page one of this document) TO DETERMINE IF ADDENDA WERE ISSUED AND TO MAKE SUCH ADDENDA A PART OF THEIR PROPOSAL.

A.03 REQUIREMENTS FOR FORMAT AND DELIVERY OF PROPOSALS

Any proposals received after the stated time and date will not be considered. It shall be the sole responsibility of the Proposer to have their proposal delivered to the Manatee County Purchasing Division for receipt on or before the stated time and date. If a proposal is sent by U.S. Mail, the Proposer shall be responsible for its timely delivery to the Purchasing Division. Proposals delayed by mail shall not be considered, shall not be opened at the public opening, and arrangements shall be made for their return at the Proposer's request and expense.

Proposals must be submitted in the format specified in Section C hereof. The contents of each proposal shall be **separated and arranged with tabs in the same order as listed in the Subsections within Section C** identifying the response to each specific item thereby facilitating expedient review of all responses.

A.04 CLARIFICATION & ADDENDA

Each Proposer shall examine all Request for Proposal documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the Request for Proposal shall be made in writing through the Manatee County Purchasing Division. The County shall not be responsible for oral interpretations given by any County employee, representative, or agent. The issuance of a written addendum by the Purchasing Division is the only official method whereby interpretation, clarification or additional information can be given.

Addenda shall be posted on <http://www.mymanatee.org>.

It shall be the responsibility of each Proposer, prior to submitting their proposal, to contact the Manatee County Purchasing Division at (941)748-4501, ext. 3014 to determine if addenda were issued and to acknowledge receipt of same on the Proposal Signature page (Attachment A).

DEADLINE FOR CLARIFICATION REQUESTS: September 15, 2014 at 5:00 PM shall be the deadline to submit all inquiries, suggestions, or requests concerning interpretation, clarification or additional information pertaining to this Request for Proposal to the Manatee County Purchasing Division.

This deadline has been established to maintain fair treatment for all potential proposers or Proposers, while ensuring an expeditious transition to a final agreement.

A.05 SEALED & MARKED

One signed Original (marked Original) and Four (4) Copies (marked Copy) and One (1) CD of your proposal shall be submitted in one sealed package, clearly marked on the outside "**Sealed Proposal #14-2887FL WATER TANK MAINTENANCE & INSPECTION**" and addressed to:

Manatee County Purchasing Division
1112 Manatee Avenue West, Suite 803
Bradenton, FL 34205

A.06 LEGAL NAME

Proposals shall clearly indicate the legal name, address and telephone number of the Proposer (company, firm, partnership, individual). Proposals shall be signed above the typed or printed name and title of the signer. The signer shall have the authority to bind the Proposer to the submitted proposal.

A.07 PROPOSAL EXPENSES

All expenses for making proposals to the County are to be borne by the Proposer.

A.08 EXAMINATION OF OFFER

The examination of the proposal and the Proposer generally requires a period of not less than ninety (90) calendar days from the date of the opening of the proposals.

A.09 DISCLOSURE

Upon receipt, all inquiries and responses to inquiries related to this Request for Proposal become "Public Records" and are subject to public disclosure consistent with Chapter 119, Florida Statutes.

Proposals become subject to disclosure thirty (30) days after the Opening or if a notice of intended award decision is made earlier than this time as provided by Florida Statute 119.071(1)(b). No announcement of review of the offer shall be

conducted at the public opening. If the County rejects all offers and concurrently notices its intent to reissue the solicitation, initial offers are exempt until the County provides notice of its intended decision or, thirty (30) days after the opening of the new offers.

Pursuant to Florida Statutes 119.0701, to the extent successful Proposer is performing services on behalf of the County, successful Proposer must:

- a. Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the service;
- b. Provide the public with access to public records on the same terms and conditions that the County would provide and at a cost that does not exceed the cost provided in F.S. Chapter 119, or as otherwise provided by law;
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law, and;
- d. Meet all requirements for retaining public records and transfer, at no cost, to the County all public records in possession of successful Proposer upon termination of the awarded Agreement and/or PO and destroy any duplicate public records that are exempt or confidential from public records disclosure requirements. All records stored electronically must be provided to the County in a format this is compatible with the County's information technology systems.

A.10 ERRORS OR OMISSIONS

Once a proposal is submitted, the County shall not accept any request by any Proposer to correct errors or omissions in the proposal.

A.11 DISQUALIFICATION DUE TO NON-RESPONSIVENESS

Manatee County reserves the right to find that any proposal received which does not contain all of the information, attachments, verification, forms or other information, may be considered non-responsive and therefore be disqualified from eligibility to proceed further in the RFP process.

A.12 RESERVED RIGHTS

The County reserves the right to accept or reject any and/or all proposals, to waive irregularities and technicalities, and to request resubmission. Any sole response received by the first submission date may or may not be rejected by the County, depending on available competition and timely needs of the County. The County reserves the right to award the contract to a responsible Proposer submitting a responsive proposal, with a resulting negotiated agreement which is most advantageous and in the best interests of the County. The County shall be the sole judge of the proposal, and the resulting negotiated agreement that is in its best interest and its decision shall be final. Also, the County reserves the right to make such investigation as it deems necessary to determine the ability of any Proposer to perform the work or service requested. Information the County deems necessary to make this determination shall be provided by the Proposer. Such information may include, but shall not be limited to: current financial statements prepared by an independent CPA; verification of availability of equipment and personnel; and past performance records.

A.13 APPLICABLE LAWS

Proposer must be authorized to transact business in the State of Florida. All applicable laws and regulations of the State of Florida and ordinances and regulations of Manatee County will apply to any resulting agreement. Any involvement with any Manatee County procurement shall be in accordance with Manatee County Code Chapter 2-26.

A.14 CODE OF ETHICS

With respect to this proposal, if any Proposer violates, directly or indirectly, the ethics provisions of the Manatee County Purchasing Code and/or Florida criminal or civil laws related to public procurement, including but not limited to Florida Statutes Chapter 112, Part II, Code of Ethics for Public Officers and Employees, such Proposer will be disqualified from eligibility to perform the work described in this Request for Proposal, and may also be disqualified from furnishing future goods or services to, and from submitting any future bids or proposals to supply goods or services to, Manatee County.

By submitting a proposal, the Proposer represents to the County that all statements made and materials submitted are truthful, with no relevant facts withheld. If a Proposer is determined to have been untruthful in its proposal or any related presentation, such Proposer will be disqualified from eligibility to perform the work described in this Request for Proposal, and may also be

disqualified from furnishing future goods or services to, and from submitting any future bids or proposals to supply goods or services to, Manatee County.

A.15 COLLUSION

By offering a submission to this Request for Proposal the Proposer certifies the Proposer has not divulged to, discussed or compared his proposal with other Proposers and has not colluded with any other Proposer or parties to this proposal whatsoever. Also, the Proposer certifies, and in the case of a joint proposal, each party thereto certifies, as to their own organization that in connection with this proposal:

- a. any prices and/or data submitted have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices and/or cost data, with any other Proposer or with any competitor;
- b. any prices and/or cost data quoted for this proposal have not been knowingly disclosed by the Proposer prior to the scheduled opening directly or indirectly to any competitor;
- c. no attempt has been made or will be made by the Proposer to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition;
- d. the only person or persons interested in this proposal as principal or principals is/are named therein and that no person other than therein mentioned has any interest in this proposal or in the contract to be entered into; and
- e. no person or agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees.

A.16 PUBLIC ENTITY CRIMES

In accordance with Section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted proposerlist 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 or 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 Section 287.017 for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

In addition, Manatee Code of Laws Chapter 2-26 Article V prohibits the award of County contracts to any person or entity who/which has, within the past 5 years, been convicted of, or admitted to in court or sworn to under oath, a public entity crime or of any environmental law that, in the reasonable opinion of the Purchasing Official, establishes reasonable grounds to believe the person or business entity will not conduct business in a reasonable manner.

To ensure compliance with the foregoing, the Code requires all persons or entities desiring to contract with the County to execute and file with the purchasing official an affidavit, executed under the pain and penalties of perjury, confirming that person, entity, and any person(s) affiliated with the entity, does not have such a record and is therefore eligible to seek and be awarded business with the County. **Proposer is to complete Attachment "B" and submit with your proposal.**

A.17 LOBBYING

After the issuance of any Request for Proposal, prospective Proposers, or any agent, representative or person acting at the request of such Proposer shall not contact, communicate with or discuss any matter relating in any way to the Request for Proposal with any officer, agent or employee of Manatee County other than the Purchasing Official or as directed in the Request for Proposal. This prohibition includes the act of carbon copying officers, agents or employees of Manatee County on email correspondence. This requirement begins with the issuance of a Request for Proposal, and ends upon execution of the final Contract or when the Proposal has been canceled. Violators of this prohibition shall be subject to sanctions as provided in the Manatee County Purchasing Code of Law Chapter 2-26.

A.18 EQUAL EMPLOYMENT OPPORTUNITY

In accordance with the provisions of Title VI of the Civil Rights Act of 1964 and Title 15, Part 8 of the Code of Federal Regulations, Manatee County hereby notifies all prospective Proposers that they will affirmatively ensure minority business enterprises will be afforded full opportunity to participate in response to

this advertisement and will not be discriminated against on the grounds of race, color or national origin in consideration for an award of contract.

A.19 AMERICANS WITH DISABILITIES ACT

The Board of County Commissioners of Manatee County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the County's functions including one's access to, participation, employment, or treatment in its programs or activities. Anyone requiring reasonable accommodation for the **public meetings** specified herein (i.e. Information Conference or Proposal Opening), should contact the person named on the first page of this document at least twenty four (24) hours in advance of the activity to request accommodations.

END SECTION A

SECTION B: SCOPE OF SERVICES

B.01 BACKGROUND AND PURPOSE

Manatee County is seeking Proposals from qualified experienced Proposer(s) with demonstrated expertise and success in providing engineering and inspection services for elevated water towers and ground water storage tanks in accordance with Chapter 62-550 of the Florida Administrative Code (F.A.C) of the Florida Department of Environmental Protection.

There are currently six (6) elevated storage tanks and seven (7) concrete ground storage tanks in various locations throughout the County that require specialized engineering and inspection services in accordance with Chapter 62-550 of the F.A.C and the scope of services outlined in this RFP.

Services to be provided include furnishing the required labor, supervision, transportation, tools, equipment, materials, and supplies necessary for accomplishment of inspection and specialized services in accordance with the specifications set forth in this RFP, the accepted proposal and the resulting agreement.

B.02 General Requirements

The selected Proposer shall furnish all specialized services including engineering and inspection services needed to carry out any and all repairs to the water tanks and towers needed during the term of the resulting agreement. These repairs include steel replacements, steel parts, expansion joints, water level indicators, sway rod and adjustments, manhole covers and gaskets and other component parts of the tanks or towers. All inspections shall be performed by a person under the responsible charge of a licensed PE in the State of Florida. Proposed structural repairs shall be designed and specified by a Professional Engineer licensed in the State of Florida. All permits and approvals required by the Florida Department of Environmental Protection will be the responsibility of the successful Proposer.

The successful Proposer shall clean and repaint the interior and/or exterior of the tanks as scheduled (Attachment C) or at the County's direction and schedule adjustment.

When painting is required, all products and procedures shall be equal to or exceed the requirements of the Florida Department of Environmental Protection Agency, American Water Works Association (AWWA) and Steel Structures Painting Council as to surface preparation, coating materials, and disinfection. All coatings shall be produced and supplied by a reputable manufacturer with a minimum of fifteen years' experience. All

coatings shall be as noted or equivalent as determined by a certified NACE inspector contracted or employed by the successful Proposer.

This specification defines the requirements for surface preparation, lining systems, and methods of application for field lining of interior steel and masonry tanks. Steel tanks are required at the time of an interior restoration that all submersible surfaces be sandblasted and fully coated. Masonry Tanks are required that all submersible metal be sand blasted and fully coated including the stand pipe at the time of an interior restoration.

B.03 INTERIOR AND EXTERIOR COATINGS

I. General

1. Use this schedule to select paint materials and the degree of preparation necessary for any repaint.
2. Existing tanks with 10% or greater rust, peeling or softened paint shall be totally prepared to the preparation standard shown and applied with the number of specified coats. All immersion surfaces shall be prepared to the standard shown. Non-immersion items receiving spot preparation shall be spot primed followed by a full prime and finish as specified below.

a. Interior Lining of Potable Water Tanks

Items To Be Coated	Surface Preparation	Painting System #
<u>Potable Water (NSF Approved) Tank Interior Steel and Prestressed Concrete</u>	See specific surface preparation, below.	1

Surface Preparation for Steel: SSPC-SP10 Near White Blast Cleaning.

Coating System for Steel:

Primer: Tnemec Series n140-15BL Pota-Pox PlusTank White @ 3.0-5.0 mils DFT; Stripe coat all weld seams with Tnemec Series N140-00WH White @ 3.0-5.0 mils DFT. Apply by brush to work into welds.

Finish Coat: Tnemec Series N140 @ 3.0-5.0 mils DFT

Surface Preparation for Concrete:

Low pressure power wash to remove soluble contaminants (minimum 3500 PSI, 3-5 gallons per minute, Potable Water). Sweep abrasive blast to scarify all existing coatings and remove remaining foreign contaminants from all surfaces. Fill voids and bug holes using either Tnemec Series 215 (if old existing coatings are present) or Series 218 (if no existing coatings are present).

Coating System for Concrete:

Primer: Tnemec Series N140-15BL Tank White @ 3.0-5.0 mils DFT
 Filler / Surfacer: Fill all voids and bug holes using Tnemec Series 215 Surfacing Epoxy or Tnemec Series 218 MortarClad
 Finish: Tnemec Series N140-00WH White @ 3.0-5.0 mils DFT

Dew Points: Surface temperature must be more than 5 degrees above the dew point. Full cure is obtained after 7 days at 75°F. At this time the tank can be returned to the County.

FOR THE ENTIRE TIME OF APPLICATION AND 72 HOURS FOLLOWING AIR CIRCULATION FROM THE BOTTOM SHALL BE MAINTAINED TO PREVENT SOLVENT ENTRAPMENT.

b. Exterior Coatings of Steel Tanks

<i>Items To Be Coated</i>	<i>Surface Preparation</i>	
<i><u>Tank Exteriors – Steel</u></i>	<i>See (2) Options, Below</i>	<i>See two options, below</i>

Note: All existing surfaces should be reviewed by the coating manufacturer's representative prior to determining the Surface Preparation and Final Coating Recommendation. The Systems Listed below cover (2) possible conditions:

Condition 1: Previously painted surfaces where the existing coatings are sound and can be successfully over coated. A very small percentage of spot delamination or spot rusting may be present.

Surface Preparation:

Remove all dirt, dust, mold, mildew, grease, oil, chalk, and other soluble contaminants by Low Pressure Water Blasting (minimum 3,000 PSI, 3-5 GPM of Potable Water).

Remove all loose rust and loose non bonded coatings per SSPC-SP2 or SP 3. Where loose coatings have been removed, feather the surrounding edges of sound coatings to blend the new application.

Coating System:

Spot Apply to all areas of Bare Metal Tnemec Series 135 Chembuild @ 3.0-5.0 mils DFT

Primer (all surfaces): Tnemec Series 135 Chembuild @ 3.0-5.0 mils DFT

Finish Coat: Tnemec Series 1074U Endurashield @ 2.5-4.0 mils DFT

Condition 2: Previously painted surfaces where the existing coatings are failing, or are not candidates for over-coating with a high performance coating system should not be over-coated.

Surface Preparation:

Remove all existing coatings, rust, and rust stain per SSPC-SP6 commercial blast cleaning.

Coating System:

Primer: Tnemec Series N140 Pota-pox II or N69 Epoxoline II @ 3.0-5.0 mils DFT
Stripe Coat Weld Seams: Tnemec Series n140 or N69 @ 3.0-5.0 mils DFT.
Apply by brush to work into voids. Intermediate Coat: Tnemec Series N69 Epoxoline II @3.0-5.0 mils DFT
Finish Coat: Tnemec Series 1074U @ 2.5-4.0 mils DFT

Ladders, Barrel Cages and Platforms are to be top-coated with **Safety Yellow Mastic Urethane, between 2.5-3.5 mils.**

c. Exterior Surfaces of Prestressed Concrete Tanks

Note: All existing surfaces should be reviewed by the coating manufacturer's representative prior to determining the Surface Preparation and Final Coating Recommendation. The Systems Listed below cover (2) possible conditions:

Condition 1. Previously Painted surfaces where the existing coatings are

sound and can be successfully over-coated. A very small percentage of spot delamination may be present.

Surface Preparation:

Remove all dirt, dust, mold, mildew, grease, oil, chalk, and other soluble contaminants by Low Pressure Water Blasting (minimum 3,000 PSI, 3-5 GPM of Potable Water). Remove all loose existing coatings and remaining contaminants by scraping, or grinding. Where loose coatings have been removed, feather the surrounding edges of sound coatings to blend the new application.

Coating System:

Stripe Coating: Apply a stripe coat of Tnemec Series 156 @ 4.0-6.0 mils to all hairline cracks (less than 1/16" wide).

Prime Coat: Tnemec Series 151 Elasto-Grip @ 350-400 SF / Gallon

Finish Coat: Tnemec Series 156 Envirocrete @ 4.0-6.0 mils DFT (135-150 sf / gallon)

Condition 2. Previously painted surfaces where the existing coatings are failing and should not be over-coated.

Surface Preparation:

Remove all existing coatings by Sweep Abrasive Blasting or by Water Jetting. Fill all voids, bug-holes or cavities using Tnemec Series 218 MortarClad.

Coating System:

First Coat: Tnemec Series 156 Envirocrete @ 4.0-6.0 mils DFT (135-140 SF /

GL_ Stripe Coat: Apply a stripe coat of Series 156 Envirocrete @ 4.0-6.0 mils DFT to all hairline cracks (less than 1/16" wide). Finish Coat: Tnemec Series 156 @ 4.0-6.0 mils DFT

The selected Proposer shall maintain all anti-climb devices on the access ladder to prevent un-authorized persons from climbing the tower or ground storage tank.

The successful Proposer shall maintain the lock on the roof hatch of the tank to prevent un-authorized entrance.

The successful Proposer shall provide emergency service to handle any problems with the tank at no additional cost to the County.

The successful Proposer shall furnish relief valves, if needed, to install in the water system so the County can pump direct and maintain water pressure while the tank is being serviced.

II. Inspection of Work

The County will provide independent inspection of all work performed by the successful Proposer. It is the responsibility of the successful Proposer to coordinate all inspections with the Manatee County Utilities Department.

A. Visual Engineering/Maintenance Inspection shall include the following:

1. Inspection is to be conducted by a National Association of Corrosion Engineers (NACE) certified inspector employed by the successful proposer and provided as part of the written report to Manatee County Utilities Department.
2. Inspect the exterior and interior condition of all coatings.
3. Inspect that the tank is in compliance with all safety and health regulations.
4. Inspect that the tank's structural integrity is intact.
5. Jointly determine with a representative of Manatee County what repairs and maintenance activities need to be performed.
6. Any repairs/touch ups needed due to vandalism or normal deteriorations shall be noted by the inspector and scheduled to be completed as soon as possible. Should Manatee County notify the successful Proposer that an act of vandalism has taken place, creating an unsafe, unsanitary or offensive condition, the successful Proposer shall respond within forty-eight (48) hours to perform the required repairs.

Minor acts of vandalism not creating unsafe, unsanitary or offensive conditions shall be repaired within ten (10) days.

B. Washout Inspections.

1. The washout inspection is conducted by the successful Proposer inspector. Photographs documenting the conditions of the interior shall be taken and provided as part of the written report to be provided to Manatee County.
2. The service crew shall remove all sediment/sludge that has collected in the water storage tank.

3. In the case of an elevated tank the bowl and lower sidewalls shall be thoroughly cleaned with the use of a pressure washer.
4. In the case of a concrete ground storage tank the full height of the interior walls of the concrete storage tanks shall be thoroughly cleaned with the use of a pressure washer.
5. Once the tank has been cleaned, a report of its condition is to be made, and any needed repairs and touch ups shall be performed as described in part D Renovations.
6. The final step of this washout/inspection and repair process is to replace the man-way gasket and to disinfect the interior per AWWA Spray Method #2. The tank is ready to be placed back in service.
7. Upon completion of the Visual Engineering/Maintenance Inspection a complete report of all findings shall be provided in writing to Manatee County. Each report should address as a minimum the following items:
 - a. Condition of the Paint
 - b. Pitting
 - c. Type of Pitting Repair Required
 - d. Anchor
 - e. Column Shoes
 - f. Tower
 - g. Riser Pipe
 - h. Leakage
 - i. Ladder
 - j. Balcony
 - k. Bolts
 - l. Paint
 - m. Rivets
 - n. Metal
 - o. Tank Bottom
 - p. Overflow
 - q. Needed repairs and touch-ups
8. If required repairs cannot be performed immediately, a reasonable schedule shall be agreed to by the County and successful Proposer.

III. Schedule And Reporting

The successful Proposer shall perform the work as provided in attachment B. Provide a written report as to the current status of each water tank inspected.

IV. Renovations

A. Tank Interior Wet Renovations:

1. Interior renovations discussed herein shall be performed as required by the schedule or at intervals not to exceed five (5) years.
2. Each tank shall be carefully examined to determine which method of cleaning, coating and repair shall be required. Detailed specifications meeting the most recent industry standards for all major renovation projects shall be provided for Manatee County Utilities review and comment.
3. Cleaning procedures shall be in compliance with standards and procedures established by the Steel Structure Painting Council (SSPC).
Procedures implemented will include: SSPC #1 Solvent Cleaning; SSPC #2 Hand Tool Cleaning; SSPC-SP11 Power Tool Cleaning; SSPC #6 Commercial Cleaning; and SSPC #10 "Near White" blasting.
4. Coating procedures shall be implemented as outlined in AWWA D-102 Standard for coating water storage tanks. All coatings shall be applied in strict accordance with the manufacturer's technical data. All coatings for interior surfaces shall be N.S.F., approved for potable water. All coatings and preparation procedures shall be approved by the Florida Department of Environmental Protection Agency rules and regulations.
5. All man-ways shall be fitted with new gasket material.
6. The interior shall be disinfected in accordance with AWWA Standards and in compliance with the Florida Department of Environmental Protection Agency.
7. The interior shall be sealed in a watertight condition and made ready for service.

B. Tank Exterior And Interior Dry Renovations:

1. Exterior renovations discussed herein shall be performed as required by the maintenance schedule (Attachment B).
2. The exterior shall be cleaned utilizing high pressure water cleaning with solvent as needed to remove mildew, dust, dirt, and surface contaminants. Should a telecommunications tower or equipment be in place on the exterior of the water tower, extreme care should be exercised when performing maintenance near the telecommunications tower or equipment. The successful Proposer shall be notified of any communications equipment additions and review for possible changes to maintenance requirements. Damages caused by such additions are not the responsibility of the successful Proposer.
3. Areas where rust, loose paint or unsound surfaces exist shall be spot cleaned in

accordance with one or more of the following procedures: SSPC #2 Hand Tool Cleaning; SSPC-SP11 Power Tool Cleaning and SPCC #6 Commercial Blast Cleaning.

4. After cleaning all bare metal areas, all shall receive two (2) coats (4 to 5 mil DFT each) of Rust Inhibitive High Build Epoxy Primer. Minimum DFT stated in this paragraph shall be exceeded if called for by the coating manufacturer.
5. The complete exterior shall receive one (1) full coat of epoxy (2 to 3 mil DFT) or one (1) full coat (4 to 5 mil) of intermediate acrylic. Minimum DFT stated in this paragraph shall be exceeded if called for by the coating manufacturer.
6. The complete exterior shall receive one (1) coat of urethane or acrylic finish coating applied to all exterior surfaces. This finish coat shall be applied at a rate to achieve a minimum 4 to 6 mil DFT. Minimum DFT stated in this paragraph shall be exceeded if called for by the coating manufacturer.
7. All logo, lettering and indicator markers shall be repainted using Bulletin enamels for identification. All logos shall be approved by the Manatee County Utilities Department. Logos and paint schemes for Port Manatee tank shall also be coordinated with Port Manatee officials.
8. All accesses shall be locked and secured.
9. The tank shall be made ready for continued service.

END SECTION B

SECTION C: FORM OF PROPOSAL

This section identifies specific information which must be contained within each proposal. The contents of each proposal shall be **separated** and **arranged with tabs** in the same order as listed in **Sections C.01, through C.03**, identifying the response to each specific item.

The information that you provide shall be used to determine those Proposers with perceived ability to perform the Scope of Services as stated in this Request for Proposal which may overall best meet the needs of Manatee County. A review with those Proposers reasonably susceptible of being selected for award may be conducted for the purposes of clarification of both ability and benefit to Manatee County. See Section D. Selection.

C.01 MINIMUM QUALIFICATIONS (Licensing) TO BE CONSIDERED

To qualify for any consideration, the Proposer(s) must present a copy of the Firm's Florida Contractor's License and the individual's Professional Engineers (PE) License must be included in the response to this RFP. No firms will be considered without these valid License's.

Proposals may be presented by a single business entity, a joint venture, or partnership.

MINIMUM EXPERIENCE TO BE CONSIDERED

Proposers shall have substantial, current and verifiable experience in performing or overseeing the performance of the services described within the scope of services set forth herein. In the event more than one entity is joining in making this proposal, each entity shall set forth its respective experience and qualifications for those areas the entity intends to perform.

If subcontractors are to be used in your proposal given to meet the minimum qualifications detail the business entities, description of the service provided, and responses in the same level of detail and tabbed order as instructed in this Request for Proposal for the Proposer.

To validate experience, expertise and capabilities, Proposers shall provide the following details for each of the Proposer(s)' relevant past performance of similar projects:

- a. Name and location of the Client and the project, the year of performance and the date the project was fully operational and accepted. The specific details of the project including the components and subcontractors utilized.

Specify the name, title and telephone number for the Clients contract manager for the project;

- b. Names of your firm's staff and their direct involvement in the project;
- c. Names and telephone numbers of the persons representing the individual agencies with which the identified key staff directly worked; and
- d. Governmental agency, if any, which verified compliance with its requirements or standards, and the names and telephone numbers of the key persons with direct knowledge of this process to achieve compliance.

After Manatee County staff validates the Minimum Qualifications have been met, those Proposals found to be in compliance will be considered by the evaluation committee.

C.02 ADMINISTRATIVE SUBMITTAL

- a. Proposal Signature Form (Attachment A).
- b. Public Contracting and Environmental Crimes Certification (Attachment B).

C.03 INFORMATION TO BE SUBMITTED REGARDING PROPOSER(S)

Note: Tabs are required to identify each item defined in this Section.

- C.03.1 Provide a description of each Proposers' **background and size**. Provide a general statement of qualifications to include Proposers' professional credentials, legal status, and experience in providing the service enumerated in this Request for Proposal.
- C.03.2 Proposer shall clearly demonstrate experience and ability. Provide a minimum of five (5) references of systems currently operating under your maintenance system.
- C.03.3 Provide an **explanation of the Proposers' legal capacity** to perform all parts of the scope of services. Include a description of corporate or other structure and governance, and detail the legal, financial, and technical capabilities of Proposer(s) relevant to performing the scope of services. If more than one Proposer is teaming up to file a proposal, any prior work any two or more joint proposers have done before should be detailed.
- C.03.4 Identify each **principal of the firm and other "key personnel"** who will be professionally associated with the County. Do not include personnel that will not have a key role in providing services. Describe their respective areas of expertise.

For each identified person, provide the following:

- Full Name
- Title
- Professional credentials
- Area of expertise, individual's roles and duties in providing services
- Office address
- Email address
- Telephone number
- Personalized resumes which identify the qualifications, training and experience of each key personnel

- C.03.5 Disclose **any ownership interest in other entities** involved in these services which might reasonably be selected to perform work under the scope of services set forth in this Request for Proposal. This ownership disclosure shall be included, whether such ownership occurs by the Proposer through a parent, subsidiary or holding company or any other form of business entity. Submit entity names and the percent of ownership for each.
- C.03.6 Proposers are to document in their Proposals they have the following experience: Proposal shall include an informative narrative report introducing your firm. Additionally, a statement of qualifications and resume detailing the experience of all individuals responsible for providing service under this contract should be submitted.
- C.03.7 Principals involved should be listed along with their names and addresses of the individuals placed in charge for the administration of the terms and conditions of the contract.
- C.03.8 Proposal shall include the details of appropriate work and renovation plan for the tanks. This shall include but not be limited to, the evaluation of the tanks with particular regard to the internal and external structural condition of the tanks and any of its appurtenances, need for painting and condition of the foundation. Methods for handling and disposing of hazardous wastes should be explained.
- C.03.9 A list of systems that are currently in your Maintenance Program should be submitted. Include the Name of the System, Person of Contact, Telephone Number of Contact, and Number of Tanks in the System under contract. A minimum of ten [10] systems must be submitted. A minimum of five (5) systems must be in the State of Florida.
- C.03.10 Proposal shall also specify the frequency and degree of inspection and cleanout services the Owner could expect under the terms of the maintenance contract. A minimum of three (3) washout inspections with detailed engineering report shall be conducted in any ten (10) year period.

Additionally, each perspective firm shall address the requirements to assume responsibility for all corrections and repairs to the tanks necessitated by acts of vandalism or through normal deterioration.

- C.03.11 Each proposer shall submit a formal Safety Program stating company policy on all safety procedures. Document procedures are to include workers protection, confined space, and general safety procedures.
- C.03.13 Provide evidence of a Florida Registered Professional Engineer on staff as a full time employee.
- C.03.14 Provide your **proposed cost** for the required services (travel and per diem), training, maintenance and system upgrades in accordance with the requirements stated in the Scope of Service. Include any additional items that you foresee being needed during the performance of this project. Provide a yearly amount for each tank in the system.
- C.03.15 Submit any other additional information which would assist the County in the evaluation of your proposal.

END SECTION C

SECTION D: SELECTION

D.01 EVALUATION FACTORS

Evaluation of proposals will be conducted by an evaluation committee. The committee's goal will be to identify the proposal which will overall best meet the needs of Manatee County as determined from the proposals received and subsequent investigation by the County. General factors to be applied will be: (1) the perceived ability of the Proposer(s) to perform the Scope of Services as stated in this Request for Proposal in the most timely and efficient manner possible, (2) the legal, technical and financial capabilities of Proposer(s), and (3) the experience of Proposer(s).

These evaluation factors shall determine the successful proposal.

D.02 RELATIVE IMPORTANCE OF EVALUATION FACTORS

Unless noted, no weight will be assigned to the Evaluation Factors stated above.

D.03 PRELIMINARY RANKING

An evaluation committee shall determine from the responses to this Request for Proposal and subsequent investigation as necessary, the Proposer(s) most qualified to be selected to negotiate an agreement.

D.04 REVIEW OF PROPOSERS AND PROPOSALS

In-person reviews may be conducted with responsible Proposers who are deemed reasonably susceptible of being selected for award, for the purposes of assuring full understanding of: (a) conformance to the solicitation requirements, (b) the abilities of the Proposer, and (c) the proposal submitted.

Proposers shall be available for presentations to and interviews with the evaluation committee, upon reasonable notification from the Purchasing Division. The date(s) and time(s) of any such presentations / interviews shall be determined solely by the County, and may be closed to the public in the discretion of the Purchasing Official, and to the extent permitted by law.

D.05 SELECTION FOR NEGOTIATION

The evaluation committee will make a recommendation to the County Administrator as to the proposer which the County should enter into negotiations. The County Administrator will act upon that recommendation and, if accepted, the successful Proposer will be invited to enter negotiations led by the Purchasing Division.

D.06 AWARD

Award of an agreement is subject to the successful negotiations and the approval of either the County Administrator or the Board of County Commissioners (as provided for in the current Purchasing Code and Procurement Procedures).

END SECTION D

SECTION E: NEGOTIATION OF THE AGREEMENT**E.01 GENERAL**

The following general terms and conditions apply to the proposal submitted for consideration and the subsequent negotiations:

- a. The proposal will serve as a basis for negotiating an agreement, but not compel adherence to its terms or conditions.
- b. Upon submission, all proposals become the property of the County which has the right to use any or all ideas presented in any proposal submitted in response to this Request for Proposal whether or not the proposal is accepted.
- c. All products and papers produced in the course of this engagement become the property of the County upon termination or completion of the engagement.

E.02 AGREEMENT

The selected Proposer shall be required to negotiate an agreement, in a form and with provisions acceptable to Manatee County.

Negotiated Agreements may or may not include all elements of this RFP or the resulting successful proposal where alternative terms or conditions become more desirable to the County, and the parties agree to such terms.

The parties will negotiate the term of the agreement, and the circumstances in which it may be renewed, assigned or terminated.

The parties will negotiate matters of insurance, liability, record-keeping, auditing, and all other relevant contractual matters.

END SECTION E

ATTACHMENT A

**PROPOSAL SIGNATURE FORM
RFP #14-2887FL**

The undersigned represents that by signing the proposal, that he/she has the authority and approval of the legal entity purporting to submit the proposal, and that all of the facts and responses set forth in the proposal are true and correct. If the proposer is selected by the County to negotiate an agreement, the undersigned certifies that the proposer's negotiators will negotiate in good faith to establish an agreement to provide the services described in the Scope of Services of this Request for Proposal.

Print or Type Proposer's Information Below:

_____ Name of Proposer	_____ Telephone Number
_____ Street Address	
_____ Email Address	_____ Web Address
_____ Print Name & Title of Authorized Officer	_____ Signature of Authorized Officer
_____ Date Signed	
Acknowledge Addendum No. _____	Dated: _____
Acknowledge Addendum No. _____	Dated: _____
Acknowledge Addendum No. _____	Dated: _____

ATTACHMENT B

PUBLIC CONTRACTING AND ENVIRONMENTAL CRIMES CERTIFICATION

**SWORN STATEMENT PURSUANT TO ARTICLE V,
MANATEE COUNTY PURCHASING CODE**

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

This sworn statement is submitted to the Manatee County Board of County Commissioners by _____
[print individual's name and title]

_____ For _____
[name of entity submitting sworn statement]

whose business address is: _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____. If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

I understand that no person or entity shall be awarded or receive a county contract for public improvements, procurement of goods or services (including professional services) or a county lease, franchise, concession or management agreement, or shall receive a grant of county monies unless such person or entity has submitted a written certification to the County that it has not:

(1) been convicted of bribery or attempting to bribe a public officer or employee of Manatee County, the State of Florida, or any other public entity, including, but not limited to the Government of the United States, any state, or any local government authority in the United States, in that officer's or employee's official capacity; or

(2) been convicted of an agreement or collusion among proposers or prospective proposers in restraint of freedom of competition, by agreement to bid a fixed price, or otherwise; or

(3) been convicted of a violation of an environmental law that, in the sole opinion of the County's Purchasing Director, reflects negatively upon the ability of the person or entity to conduct business in a responsible manner; or

(4) made an admission of guilt of such conduct described in items (1), (2) or (3) above, which is a matter of record, but has not been prosecuted for such conduct, or has made an admission of guilt of such conduct, which is a matter of record, pursuant to formal prosecution. An admission of guilt shall be construed to include a plea of nolo contendere; or

(5) where an officer, official, agent or employee of a business entity has been convicted of or has admitted guilt to any of the crimes set forth above on behalf of such an entity and pursuant to the direction or authorization of an official thereof (including the person committing the offense, if he is an official of the business entity), the business shall be chargeable with the conduct herein above set forth. A business entity shall be chargeable with the conduct of an affiliated entity, whether wholly owned, partially owned, or one which has common ownership or a common Board of Directors.

For purposes of this Form, business entities are affiliated if, directly or indirectly, one business entity controls or has the power to control another business entity, or if an individual or group of individuals controls or has the power to control both entities. Indicia of control shall include, without limitation, interlocking management or ownership, identity of interests amount family members, shared organization of a business entity following the ineligibility of a business entity

under this Article, or using substantially the same management, ownership or principles as the ineligible entity.

Any person or entity who claims that this Article is inapplicable to him/her/it because a conviction or judgment has been reversed by a court of competent jurisdiction, shall prove the same with documentation satisfactory to the County's Purchasing Director. Upon presentation of such satisfactory proof, the person or entity shall be allowed to contract with the County.

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR MANATEE COUNTY IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT ANY CONTRACT OR BUSINESS TRANSACTION SHALL PROVIDE FOR SUSPENSION OF PAYMENTS, OR TERMINATION, OR BOTH, IF THE CONTRACTING OFFICER OR THE COUNTY ADMINISTRATOR DETERMINES THAT **SUCH PERSON OR ENTITY HAS MADE FALSE CERTIFICATION.**

[Signature]

STATE OF FLORIDA
COUNTY OF _____

Sworn to and subscribed before me this _____ day of _____, 200____ by _____.

Personally known _____ OR Produced identification _____
[Type of identification]

Notary Public Signature My commission expires _____.

[Print, type or stamp Commissioned name of Notary Public]

Signatory Requirement - In the case of a business entity other than a partnership or a corporation, this affidavit shall be executed by an authorized agent of the entity. In the case of a partnership, this affidavit shall be executed by the general partner(s). In the case of a corporation, this affidavit shall be executed by the corporate president.

ATTACHMENT C

Manatee County Water Treatment Plant Storage Facilities Visual and Washout Inspections Every Other Year External and Internal Restorations Every Eight Years

	2014	2015	2016	2017
Elevated Tank				
Dam Road Tank	Visual Inspection	Exterior Renovation/Washout Inspection	Visual Inspection	Interior Renovation/Washout Inspection
Cortez 59th St Tank	Exterior Renovation/Visual Inspection	Washout Inspection	Visual Inspection	Washout Inspection
North West 75th St Tank	Visual Inspection	Washout Inspection	Visual Inspection	Washout Inspection
Palmetto Elevated Tank	Interior Renovation/Washout Inspection	Visual Inspection	Washout Inspection	Exterior Renovation/Visual Inspection
North County Elevated Tank	Visual Inspection	Exterior Renovation/Washout Inspection	Visual Inspection	Interior Renovation/Washout Inspection
Port Manatee Elevated Tank	Visual Inspection	Exterior Renovation/Washout Inspection	Visual Inspection	Washout Inspection
Concrete Ground Storage				
Waterline Rd-North Tank	Visual Inspection	Visual/Washout Inspection	Exterior Painting:note/Visual Inspection	Washout Inspection
Waterline Rd-South Tank	Visual/Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection
North West Booster	Visual Inspection	Washout Inspection	Exterior Painting:note/Visual Inspection	Visual/Washout Inspection
Cortez Ground Storage	Visual Inspection	Washout Inspection	Visual Inspection	Exterior Painting:note/Visual/Washout Inspection
Elwood Park One	Visual Inspection Exterior Painting/Complete Removal	Washout Inspection	Visual Inspection	Interior Renovation/Visual/Washout Inspection
Elwood Park Two	Visual Inspection	Washout Inspection Exterior Painting/Complete Removal	Visual Inspection	Interior Renovation/Visual/Washout Inspection
Elwood Park Three	Visual Inspection	Washout Inspection Exterior Painting/Complete Removal	Visual Inspection	Visual/Washout Inspection

2018	2019	2020	2021	2022
Visual Inspection	Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Interior Renovation/Washout Inspection	Exterior Renovation/Visual Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Interior/Exterior Renovation/Washout Inspection	Visual Inspection
Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection	Interior Renovation/Washout Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Interior Renovation/Washout Inspection	Visual Inspection
Visual Inspection	Visual/Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection
Exterior Painting:note/Visual/Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection	Visual/Washout Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Visual/Washout Inspection	Visual Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Visual/Washout Inspection	Visual Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Visual/Washout Inspection	Visual Inspection Exterior Painting/Complete Removal
Visual Inspection	Washout Inspection	Visual Inspection	Visual/Washout Inspection	Visual Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Interior Renovation/Visual/Washout	Visual Inspection

2023	2024	2025	2026	2027
Exterior Renovation/Washout Inspection	Visual Inspection	Interior Renovation/Washout Inspection	Visual Inspection	Washout Inspection
Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection	Washout Inspection
Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection	Washout Inspection
Visual Inspection	Washout Inspection	Exterior Renovation/Visual Inspection	Washout Inspection	Visual Inspection
Exterior Renovation/Washout Inspection	Visual Inspection	Interior Renovation/Washout	Visual Inspection	Washout Inspection
Exterior Renovation/Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection	Washout Inspection
Visual/Washout Inspection	Visual Inspection	Washout Inspection	Visual Inspection	Visual/Washout Inspection
Visual Inspection	Washout Inspection	Visual Inspection	Visual/Washout Inspection	Visual Inspection
Washout Inspection	Visual Inspection	Visual/Washout Inspection	Visual Inspection	Washout Inspection
Washout Inspection	Visual Inspection	Visual/Washout Inspection	Visual Inspection	Washout Inspection
Washout Inspection	Visual Inspection	Interior Renovation/Visual/Washout Inspection	Visual Inspection	Washout Inspection
Washout Inspection Exterior Painting/Complete Removal	Visual Inspection	Interior Renovation/Visual/Washout Inspection	Visual Inspection	Washout Inspection
Washout Inspection Exterior Painting/Complete Removal	Visual Inspection	Visual/Washout Inspection	Visual Inspection	Washout Inspection