



1112 Manatee Avenue West  
Bradenton, FL 34205  
[purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)

## Solicitation Addendum

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Addendum No.: 1  
Solicitation No.: 22-TA004235SAM  
Project No.: 6093306  
Solicitation Title: Request for Qualifications Construction Management at Risk Services for the Premier Campus Racquet & Aquatic Complex Project  
Addendum Date: August 19, 2022  
Procurement Contact: Sherri Meier, Procurement Team Leader

**RFQ No. 22-TA004235SAM is amended as set forth herein. Responses to questions posed by prospective bidders are provided below. This Addendum is hereby incorporated in and made a part of RFQ No. 22-TA004235SAM.**

**The deadline to submit all inquiries concerning interpretation, clarification or additional information pertaining to this RFQ is August 26, 2022.**

### QUESTIONS AND RESPONSES:

**Q1. The documents mentioned a \$17,000,000 budget but that it was not entirely for the construction, has there been a construction budget set for this project? If so, what is that budget?**

R1. The construction budget has not yet been set.

**Q2. The documents mentioned previous CMAR projects involving commercial aquatic facilities. Is this an absolute requirement for the contractor to have previous projects specifically involving commercial aquatic facilities?**

R2. Yes. The proposer needs to have commercial aquatic facility experience.

**Q3. We are interested in bidding on the premier campus racquet and aquatic complex project, are there any plans for this project?**

R3. No. Design has not yet started.

**Q4. Just to confirm, you are looking for a bid without the completed plans, correct?**

R4. This solicitation is qualification based only, there is no bid / bidding required. Please carefully review the entire Request for Qualifications document which provide explanations, instructions and expectations of your submission.

**Q5. Under Tab 2 Minimum Qualifications section, it states:  
Proposer or its subcontractor has completed (which means that certificate of occupancy has been issued) a minimum eight (8) commercial aquatic pool facility, commercial pickleball / racquet facility project since July 31, 2014.**

**Is there any flexibility in the type of facility or does it specifically need to be commercial pickleball/racquet facility? Can it be a commercial building of similar size and spec with a pool and/or commercial building with a gym or tennis courts, etc.?.**

R5. There is flexibility in the combination. i.e.) 3 commercial pools(minimum) + 5 pickleball/racquet. It could be 5 commercial pools plus 3 pickleball/racquet facilities

**Q6. Is there a sign-in sheet or presentation from the pre-bid meeting?**

R6. Non-mandatory information conference sign-in sheet and PowerPoint presentation incorporated into this RFQ and attached to this Addendum 1.

**NOTE:**

Deleted items will be ~~struck through~~, added or modified items will be underlined. All other terms and conditions remain as stated in the RFQ.

**INSTRUCTIONS:**

Receipt of this Addendum must be acknowledged as instructed in the solicitation document. Failure to acknowledge receipt of this Addendum may result in the response being deemed non-responsive.

**END OF ADDENDUM**

AUTHORIZED FOR RELEASE



**Procurement Division**  
**Non-Mandatory Information Conference**  
**RFQ No. 22-TA004235SAM**  
**Construction Management at Risk Services for the Premier Campus Racquet & Aquatic Complex**  
**August 16, 2022 @ 9:00 AM ET**  
**Manatee County Administration Building**  
**1112 Manatee Ave W, Suite 863, Bradenton, FL 34208**

Printed Name	Organization/Agency	Email Address
Sherrri Meier	MCG Procurement	Sherrri.Adamsmeier@mymanatee.org
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A.J. Ribas	A2 Group, Inc.	ribasaj@a2group.com





**Non-Mandatory  
Solicitation Information Conference  
RFQ NO. 22-TA004235SAM  
Construction Management at Risk (CMAR) Services  
for the Premier Campus Racquet & Aquatic  
Complex**

**Due Date & Time: September 13, 2022  
@ 2:00 PM**

**NO QUESTIONS ARE OFFICIAL  
UNLESS SUBMITTED IN WRITING**



# Agenda

- Introductions
- Lobbying Limitation
- Notifications
- Solicitation Schedule
- Due Diligence Review
- Minimum Qualifications
- Background
- Project Description
- Specifications / Scope
- Deliverables
- Evaluation Criteria
- Proposal Response
- Trade Secrets
- Mistakes That Could Cost You



# Lobbying Limitation

- The limitation against lobbying begins at the date and time solicitation advertises and ends upon execution of the final contract.
- All inquiries/communications regarding RFQ must be submitted to [sherri.adamsmeier@mymanatee.org](mailto:sherri.adamsmeier@mymanatee.org) or [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)

ATTN: Sherri Meier

Lobbying prohibition limits any type of communication between:

- Prospective proposers or their agents, representatives, or persons acting at the request of such proposer

and

- County officers, agents or employees (e.g., County Commissioners, County Administrator, County Consultants) other than Procurement



# Notifications

- The County utilizes the following methods for notification and distribution of solicitation opportunities:
  - County Website [www.mymanatee.org](http://www.mymanatee.org)
  - DemandStar <https://www.demandstar.com>
  - Request via email [purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)
  - Hard copies are available at County Administration Bldg., 8<sup>th</sup> fl.
- These are the only authorized methods
- Bidder must verify the validity of RFQ documents and solicitation information received from any other source.



# Solicitation Schedule

<b>ACTIVITY</b>	<b>DATE</b>
Deadline for Asking Questions	August 26, 2022
Final Addendum Posting	September 2, 2022
Proposal Due Date and Time	September 13, 2022 @ 2:00 PM ET
Technical Evaluations #1	October 4, 2022 @ 9:30 AM ET
Technical Evaluations #2	October 5, 2022 @ 9:30 AM ET
Interviews, if conducted	October 18, 2022 @ 9:30 AM ET
Final Evaluations	October 19, 2022 @ 9:30 AM ET
Anticipated Project Award	November / December 2022



# Due Diligence Review of Proposals

- Due diligence review: proposals are evaluated to determine whether each Proposer is responsible and responsive.
  - A responsible Proposer is a Proposer which the County affirmatively determines has the ability, capability and skill to perform under the terms of the agreement. One who meets the minimum qualification requirements of this RFQ.
  - A responsive Proposal is one that follows the requirement of this solicitation, includes all documentation, is submitted in the format outlined in this Solicitation, is of timely submission, and has the appropriate signatures as required on each document.
  - Proposals that are deemed non-responsible and/or non-responsive will not be considered or evaluated.



# Minimum Qualifications

- Proposer must be registered with the State of Florida. Division of Corporations to do business in Florida.
- Proposer must possess current, valid licenses and certifications required under Florida Statute to perform general contracting and engineering or architectural services as applicable to the Premier Campus Racquet & Aquatic Center project.
- Proposer or its subconsultant has completed (certificate of occupancy has been issued) a minimum of eight (8) commercial aquatic pool facility, commercial pickleball / racquet facility projects since July 31, 2014.



# Minimum Qualifications (Continued)

- Proposer is not on the Florida Suspended, Debarred, Convicted Vendor, Excluded Parties or Scrutinized list of Prohibited Companies lists.
- If you are filing as a joint venture, provide the firms approved filling with the DBPR.
- Must have no reported conflicts of interest in relation to this RFQ.
- Complete Forms 1 through 9 included in RFQ.
- Proposer provides a Response that conforms to the material aspects of Exhibit 2.



# Exhibit 2, 2.01 Information to be Submitted

- The contents of each Response shall be organized and arranged with tab numbers and tab names in the same order as listed in the RFQ and with the same TAB numbers and TAB NAMES. The Response should contain sufficient detail to permit the County to conduct a meaningful evaluation. However, overly elaborate responses are not requested or desired, with that said, the **entire** Response is **RESTRICTED TO 40-DOUBLE SIDED PAGES**.



# Background

- The County is requesting proposals from qualified firms for the provision of CMAR (Construction Manager at Risk) Services for the Premier Campus Racquet & Aquatic Complex project.
- The Premier Sports Complex was acquired by the County in fiscal year 2018. A Parks Master Plan has been identified with the intention of providing a Racquet and Aquatic Center as the second phase of the multi-phase recreation components desired at the new Premier Recreation Complex, adjacent to and distinct from the Premier Sports Complex.
- The intent of this Request for Qualifications (RFQ) is to select a firm to provide professional CMAR services as part of a team that includes County representatives and the County's selected design team, Fawley Bryant Architects, Inc.



# Scope of Services

- Services to be provided by the CMAR shall include, but are not limited to, preconstruction, bidding, and construction phase services. Compensation to the CMAR for these services shall be a negotiated fee, based on a percentage of the cost of the work. A portion of the fixed fee for services shall be incrementally paid to the CMAR for preconstruction phase services.
- It is the expectation that the CMAR team will ensure the constructability of the project by thoroughly reviewing the plans throughout design and providing quality assurance throughout design, quality control throughout construction and value engineering through project completion. The construction work will encompass all work provided in the design plans and specifications and will included, but is not limited to, the items listed in the RFQ.



# Project Scope

- Sitework
- Racquet Center (Multi-Court)
  - Pickleball Courts (24)
  - Pickleball County Covering/Shade Structure 10/24
  - Administration Building with FFNE
  - Marquee Sign
  - Bonding / grounding and lightning protection & detection
  - And other amenities as shown on the construction plans
- Aquatic Complex
  - One (1) 25m x 50m 10-lane competition lap pool
  - One (1) 25yd X 25m competition pool
  - One (1) shallow therapy pool for aqua fitness & swim lessons
  - One (1) one-meter dive board



# Project Scope (continued)

## Aquatic Complex Continued

Pool to be operated year-round, heated & cooled. Geothermal to be used.

Pool deck shade structures & Pool deck seating

Public locker rooms with showers and restrooms

First aid and lifeguard office with staff restrooms, showers and lockers

Lighting to be Liquid Emitting Diode (LED), deck, underwater and night use

Bonding / grounding, and lightning protection for pool

Perimeter fencing and desk fencing, if determined during design

Landscaping

Sitework, Utilities, Landscaping, Lighting

Signage wayfinding

ADA Compliant

And other amenities as required for a functional facility



# Project Scope (continued)

The facility shall meet standards outlined in the Property Management's Preferred Building Design and Product Catalog Latest Addition, the Department of Justice ADA Standards for Accessible Design and the latest edition of the Florida Building Code which includes among other sections, the Florida Swimming Pool Code. Coordination with Schroeder-Manatee Ranch, Inc. (SMR) may also be required. Other jurisdiction entities include but not limited to, Southwest Florida Water Management District, State of Florida Department of Environmental Protection, and Manatee County Health Department and the Department of Agriculture.



# Estimated Project Completion Date & Project Cost

- Duration of Construction: 450 calendar days from the date stipulated in the Notice to Proceed.
- The County has a total budget of \$17,000,000. This is not the construction budget.



# Evaluation Criteria

<b>Criteria</b>	<b>Maximum Points</b>
Respondent & Team's Experience	25
Approach to Project Management & Construction	25
Organizational Structure and Capacity	15
Similar Completed Projects	35



# Proposal Response

- Tab 1 Introduction
- Tab 2 Minimum Qualification Requirements
- Tab 3 Forms (9 Forms)
- Tab 4 Trade Secrets
- Tab 5 Proposers Statement of Organization
- Tab 6 Respondent and Team's Experience
- Tab 7 Approach to Project Management & Construction
- Tab 8 Organizational Structure and Capacity
- Tab 9 Similar Completed Projects
- Tabs must be arranged in the same order as listed above; numbered and named, **ENTIRE PROPOSAL RESPONSE IS RESTRICTED TO 40- DOUBLE SIDED PAGES**



# Trade Secrets

- Proposers must identify any trade secret being claimed in accordance with Florida Statute 812 and the instructions in the RFQ.
- Designation of the entire Proposal as 'Trade Secret', 'Proprietary' or 'Confidential' is not permitted and may result in a determination that the Proposal is non-responsive and therefore will not be evaluated or considered.



# Mistakes That Could Cost You!

- Delivering the response after the deadline.
- Failing to provide the information requested for the “Minimum Qualifications”.
- Not presenting questions regarding minimum requirements, scope/specifications, terms and conditions, or other provisions prior to the deadline for delivery of questions.
- Providing information that is not legible, too small or blurry.
- Failing to acknowledge addenda.
- Failing to sign the response.



# Questions?

- All inquiries/communications regarding RFQ must be submitted to:

[sherri.adamsmeier@mymanatee.org](mailto:sherri.adamsmeier@mymanatee.org) or  
[purchasing@mymanatee.org](mailto:purchasing@mymanatee.org), Attn: Sherri Meier

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SUBMITTED IN WRITING.**