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Bradenton, FL 34205  
[purchasing@mymanatee.org](mailto:purchasing@mymanatee.org)

## Solicitation Addendum

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Addendum No.: 1  
Solicitation No.: 25-TA006100SAM  
Project No.: Project No. 6110662  
Solicitation Title: Design-Build Services for North Regional Water Reclamation Facility Expansion  
Addendum Date: July 29, 2025  
Procurement Contact: Sherri Meier

**RFQ No. 25-TA006100SAM 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. 25-TA006100SAM.**

**The deadline to submit all inquiries concerning interpretation, clarification or additional information pertaining to this RFQ is August 4, 2025.**

### **CHANGE TO:**

#### **EXHIBIT 1, DESIGN CRITERIA PACKAGE, SECTION 3 PROJECT SITE**

The NRWRF is located on a 394.53-acre site within Manatee County.  
Parcel ID Number: 655700109  
Site Address: 8400 8500 69th St E, Palmetto, Florida 34221  
Legal Description: Available at <https://www.manateepao.gov/parcel/?parid=655700109>

### **DELETE:**

#### **EXHIBIT 2, PROPOSAL RESPONSE, TAB 7, ITEM 4**

Delete Tab 7, Item 4 in its entirety:

~~4. Provide a narrative of the methodology for engaging with County representatives in the course of performing the duties.~~

**DELETE:**

**EXHIBIT 2, PROPOSAL RESPONSE, TAB 8, ITEM 15**

Delete Tab 8, Item 15 in its entirety:

~~15. Detail Proposer and any subcontractor's current workloads and any projected changes to the workload within the next six (6) months.~~

**QUESTIONS AND RESPONSES:**

**Q1. Please clarify the page count limits for Tabs 6, 7, 8, and 9. By 20 double sided pages, does the County mean 10 sheets of paper or 20 sheets of paper printed double sided?**

R1. 10 pages double sided for a total length of 20 single sided pages

**Q2. The requirements in Tab 9 state the page limit for the section is 10 pages; however, section 2.01 states 20 double sided for Tab 9. Please clarify what the page limitations are for Tab 9 specifically.**

R2. Please follow the statement above in terms of page count therefore 10 pages double sided for a total length of 20 single sided pages

**Q3. Page 45 of the RFQ states Carollo's 2025 NRWRF Facility Plan will be provided in the appendices; however, it does not appear to be included. When does the County plan to provide that plan?**

R3. The County Engineer is currently working on this document and once it has been completed it will be provided in the form of an addendum.

**Q4. Can we have a copy of the PowerPoint presentation and sign-in sheet from today's meeting?**

R4. Find the attached presentation and sign-in sheet.

**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  
Mandatory Information Conference & Site Visit Immediately Following  
RFQ 25-TA006100SAM  
Design-Build Services for North Regional Water Reclamation Facility Expansion  
July 25, 2025 @ 1:00 PM ET  
North Regional Water Reclamation Facility  
8100 69th St. E, Palmetto, FL 34221

Printed Name	County Department/ Organization Representing	Email Address
Sherri Adams-Meier	MCG Procurement / Facilitator	<a href="mailto:sherri.adamsmeier@mymanatee.org">sherri.adamsmeier@mymanatee.org</a>
Jeff Goodwin	Kimley - Horn	<a href="mailto:jeff.goodwin@kimley-horn.com">jeff.goodwin@kimley-horn.com</a>
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BRAD WARHOLAK  
Joe Di Stefano  
Christopher Makransky  
Dennis Prevot  
Cuong Truong

HDR  
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Freese & Nichols  
WHARTON SMITH  
Cosburn Bros  
Rexel  
Wadsworth & Sampson  
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WHARTON-SMITH  
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**Mandatory Solicitation  
Information Conference  
RFQ NO. 25-TA006100SAM  
DESIGN-BUILD SERVICES FOR  
NORTH REGIONAL WATER  
RECLAMATION FACILITY EXPANSION  
Due Date & Time: AUGUST 19, 2025  
@ 2:00 PM**

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



# Agenda

- Introductions
- Lobbying Limitation
- Notifications
- Solicitation Schedule
- Proposal Response
- Evaluation Criteria
- Due Diligence Review
- Minimum Qualifications
- Objective & Background
- Project Components
- Project Schedule & Cost Estimate
- 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., 7<sup>th</sup> fl.
- These are the only authorized methods
- Proposer must verify the validity of RFQ documents and solicitation information received from any other source.





# Solicitation Schedule

ACTIVITY	DATE
Mandatory Info Conference	July 25, 2025 @ 1:00 PM ET
Deadline for Asking Questions	August 4, 2025
Proposal Due Date & Time	August 19, 2025 by 2:00 PM ET
Technical Evaluations	September 2, 2025
Interviews, If conducted	September 12, 2025
Final Evaluations	September 15, 2025
Anticipated Project Award	October 2025

The purpose of this Solicitation Schedule is to provide a projected timeline of solicitation events. The County reserves the right to modify or change any of the projected dates and times.



# Proposal Response

- Tab 1 Introduction
- Tab 2 Minimum Qualification Requirements
- Tab 3 Forms
- Tab 4 Trade Secrets
- Tab 5 Proposers Statement of Organization
- Tab 6 Proposer and Team's Experience
- Tab 7 Approach to Engineering Services
- 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.



# Exhibit 2, 2.01 Information to be Submitted

- The contents of each Response will be organized and arranged with tabs in the same order as listed below and with the same TAB name & numbers. The Response should contain sufficient detail to permit the County to conduct a meaningful evaluation. However, overly elaborate responses are not requested or desired. **NOTE: Only responses to Tab's 6, 7, 8, and 9 are limited to a per tab total of 20 double sided pages. It is not required that the entire proposal be double sided. Any Resumes, Conceptual Level Schedules or Organizational Charts submitted are excluded from the page tab limit.**
- 11" X 17" pages are considered one page; however, we do not want a proposal that contains all 11" X 17" pages.



# Evaluation Criteria

Criteria	Maximum Points
Proposer & Team's Experience	25
Approach to Design and Construction	35
Organizational Structure and Capacity	25
Similar Completed Projects	15



# Due Diligence Review

- 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 or a member of the proposer's team / representative has attended this meeting.
- Proposer and/or its subcontractor(s) Must possess current, valid licenses and certifications:
  - a. Certified under Section 489.119, Florida Statutes, to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent; **AND**
  - b. Certified under Section 471.023, Florida Statutes, to practice or to offer to practice engineering; **or** Certified under Section 481.219, Florida Statutes, to practice or to offer to practice architecture; **or**
  - c. Certified under Section 481.319, Florida Statutes, to practice or to offer to practice landscape architecture.
- Proposer is not on the Convicted vendor, Excluded Parties, or Scrutinized list of Prohibited Companies lists.
- Proposer not on the FDOT contractor suspension list.
- If you are filing as a joint venture, provide the companies approved filling with the DBPR.



# Minimum Qualifications

- 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.



# Objectives & Background

- Manatee County (County) has selected the progressive design-build (PDB) delivery method for this project. The purpose of the project is to provide preliminary design, detailed design, preconstruction services, permitting, construction, and start-up for the expansion of the North Regional Water Reclamation Facility (NRWRF) to a capacity of 14.0 million gallons a day (mgd) on an annual average daily flow (AADF) basis.
- The County owns and operates the NRWRF which is located at 8500 69th St E, Palmetto, Florida 34221. The current permit capacity is 7.5 mgd on a three-month rolling average daily flow (TMRADF) basis. The NRWRF is a Type I, oxidation ditch activated sludge domestic wastewater treatment facility.
- The County is currently moving towards modifying the permit from 7.5 mgd TMRADF to 7.5 mgd annual average daily flow (AADF). In addition, the County is currently pursuing near-term improvements and optimization to increase the capacity from 7.5 mgd AADF to as much as 10 mgd AADF depending on the results of the improvements and optimization. The PDB firms will be required to expand the facility from the increased capacity to 14.0 mgd.





# Project Components



# Project Schedule & Cost Estimate

- Time is of the utmost importance for the expansion of the NRWRF. The anticipated project schedule is:
  - Notice to Proceed (NTP) to the selected PDB: November 2025
  - Technical evaluations completed: March 2026
  - 60% detailed design for GMP development completed: December 2026
  - GMP acceptance: February 2027
  - Substantial completion: August 2029
  - Final completion: December 2029
- The County has a total project budget of \$255 million including design, preconstruction, construction, project management, inspection, etc. for the project.



# 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, which include questions about the insurance coverages and the sample agreement attached to the RFQ.
- Providing information that is not legible, too **small** or blurry.
- Failing to acknowledge addenda.
- Failing to sign the response.
- Failing to have insurance coverages at expected limits.



# 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

**NO QUESTIONS ARE OFFICIAL UNTIL  
SUBMITTED IN WRITING.**