



Midway Fire District

**1322 College Pkwy, Gulf Breeze, FL 32563
Shannon Stone, Fire Chief**

**REQUEST FOR QUALIFICATIONS (RFQ)
NO. 2026-01
PROGRESSIVE DESIGN-BUILD
SERVICES FOR FIRE STATION #36**

June 25, 2026

Section 1 Overview

The Midway Fire District ("District") is requesting qualifications from experienced and qualified firms to provide Progressive Design-Build Services for a new Fire Station #36 within the District's boundaries in Santa Rosa County, Florida. This Request for Qualifications is issued pursuant to the Section 287.055, Florida Statutes, Consultants' Competitive Negotiation Act (CCNA), and encompasses a complete scope of services including pre-construction, construction, and post-construction activities. The firm selected through this process will work closely with the District throughout all phases of project delivery to ensure the successful completion of this critical facility.

Preference will be given to Respondents with prior experience in construction of fire-rescue department facilities. The selected firm will provide design-build services under a phased agreement. The first phase will include programming, design, estimating, and preconstruction services. The second phase will consist of construction services, with authorization dependent upon negotiated terms and funding availability.

Respondents responding to this Request for Qualifications must comply with all requirements outlined in this Request for Qualifications, including any attached documents, referenced materials, and District-issued addenda (collectively referred to as the "RFQ").

By submitting a response, Respondents represent that they have carefully read the terms and conditions of this solicitation and all attachments and addenda and agree to be bound by them. This Request for Proposals ("RFQ") is not an offer to enter into a contract, but merely a solicitation to interested Respondents.

All proposals must be signed by an individual with legal authority to bind the Respondent and must adhere to the submission format and deadline specified in the RFQ.

1.1 District Background

The District is an independent special district governed by Chapter 2003-364, Laws of Florida, as amended, and Chapters 189 and 191, Florida Statutes, and provides emergency fire and medical rescue services to an approximately 26-square mile area in Santa Rosa County, Florida.

The District currently owns and operates two (2) fire stations in strategic locations across the District. The District Administration Headquarters are located at 1322 College Pkwy, Gulf Breeze, FL 32563.

1.2 Project Description

The project consists of the construction of a new, mission-critical new Fire Station #36 ("Project"). The facility must be designed and built to operate continuously during all conditions, including natural disasters and emergency events. The fire station shall be designed to accommodate up to eight (8) firefighters per 24-hour shift and incorporate functional, durable, and energy-efficient spaces to support continuous operations. The fire station will include sleeping quarters; kitchen/dining area; day room; exercise room; three

(3) double-deep drive-through apparatus bays; gear rooms; workshop; watch office; and public lobby with secure access. Attached as **Attachment I** of this solicitation are the tentative architectural plans associated with the Project. Through the design phase of this Project, the District recognizes that these plans may change based on design and budgeting constraints. The District intends to select one firm to provide these services using the competitive negotiation procedure.

1.3 Scope of Services

The specific scope of work to be performed by the selected Respondent, under a Guaranteed Maximum Price ("GMP"), will encompass both Phase 1, the Design and Pre-Construction Phase, and Phase 2, the Construction/Post-Construction Phase of the Project. This RFQ represents a single solicitation and award through which the District intends to select one (1) Respondent firm to provide services across all phases of project delivery. Upon execution of the initial agreement, the Respondent will be authorized to perform Phase 1 services. At the appropriate stage of design development, and contingent upon satisfactory performance during Phase 1, the District anticipates entering into an amendment to the same agreement to authorize Phase 2, subject to successful negotiation of a GMP.

While the District intends to proceed with the selected Respondent for the full scope of the project, it reserves the right at its sole discretion not to proceed to Phase 2. In such event, the Respondent shall not be entitled to any compensation or claims related to Phase 2, including but not limited to recovery of costs or anticipated profit.

Services include:

- a. Phase 1 - Design and Pre-Construction Services: During the Pre-Construction Phase, the selected Respondent shall work collaboratively with the District to oversee the development of the Project design, budget, and schedule, ensuring alignment with the District's objectives. The Respondent will prepare and advance the design of the Project and coordinate the required design disciplines. The Respondent will assist in the development and maintenance of a detailed project schedule and phasing and coordinate a comprehensive work plan that outlines sequencing, logistics, and early milestone targets. The Respondent shall provide recommendations with regards to an accelerated or fast-track schedule, early procurement, and sequencing. The Respondent will advise on project feasibility, material and labor availability, alternative design and material strategies, and other considerations affecting cost, quality, and construction timelines. The Respondent will participate in project progress meetings and provide formal constructability reviews, systems evaluations, and value engineering input.

The Respondent shall be responsible for preparing a statement of probable construction cost at the 60% Construction Documents milestone, incorporating soft and hard cost projections.

In support of construction readiness, the Respondent will coordinate with

utility providers, assess and plan site logistics, and address temporary conditions including stormwater, erosion control, water and power supply, and temporary facilities. The Respondent shall develop a detailed schedule of long-lead items, prepare a comprehensive project budget with regular updates, and provide monthly program status reports. The Respondent will support regulatory agency coordination and permitting processes, assist in obtaining all required approvals, and provide an updated review of construction documents at appropriate intervals.

At the 60% Construction Documents milestone, the Respondent shall submit a preliminary GMP proposal, supported by a Schedule of Values and cost documentation. Prior to the award of the Construction Phase, the Respondent and the District shall negotiate and agree upon a final GMP, which will be based on the completed Construction Documents, final scope definition, and approved permits. Execution of the Construction Phase agreement is contingent upon acceptance of this final GMP by the District.

- b. Phase 2 - Construction Phase Services: During the Construction Phase, the Respondent shall serve as the General Contractor and assume full responsibility for the execution and coordination of the construction work in accordance with the approved Construction Documents, schedule, and GMP. The Respondent shall maintain a full-time, on-site project coordinator responsible for overseeing daily operations and documenting all aspects of the construction process, including project meetings, schedules, information exchanges, and formal transmittals. The Respondent will manage and expedite the submittal process, ensuring timely review and approval of shop drawings, material samples, test reports, and other required documentation. It is the Respondent's duty to coordinate field inspections and testing services for soils, concrete, structural systems, mechanical and electrical systems, and ensure all work meets contract specifications and quality standards.

The Respondent shall actively monitor construction progress, maintain a current construction schedule, and provide regular updates reflecting actual work-in-place and projected completion. Coordination of construction sequencing, phasing, and logistics is critical to the project's success, and the Respondent must develop strategies for managing temporary facilities, material staging, site access, and utility shutdowns. The Respondent shall facilitate collaboration between the District, design professionals, subcontractors, and regulatory agencies to clearly define roles, responsibilities, and expectations throughout the construction period. Regular coordination meetings shall be led by the Respondent to address schedule, safety, quality, and issue resolution.

As part of its administrative responsibilities, the Respondent shall develop and maintain all project logs, including but not limited to Requests for Information ("RFIs"), submittals, shop drawings, correspondence, change

orders, and payment applications. The Respondent must review and make recommendations on proposed change orders from trade contractors, the design team, or the District, and maintain a detailed change order log with associated cost estimates and status.

Monthly pay applications shall be reviewed for accuracy and completeness, including verification of certified payroll and lien waivers. The Respondent will advise the District regarding payment approval and ensure appropriate documentation is maintained throughout construction.

The Respondent shall oversee project risk management efforts including insurance compliance, bonding requirements (defined in the Agreement), claims, and on-site security protocols. The Respondent shall manage all utility coordination efforts, schedule inspections with governing authorities, and ensure continuous communication with local and regulatory agencies throughout the duration of the work. In preparation for project completion, the Respondent will conduct and document all field inspections and punch list activities in coordination with the design team and District, certify substantial and final completion, and secure all warranties, guarantees, affidavits, bonds, lien releases, and occupancy permits. All administrative closeout documentation shall be delivered to the District as part of the final turnover process.

Upon substantial completion of construction, the Respondent shall provide comprehensive Post-Construction Services to ensure a smooth transition to occupancy and long-term operation of the facility. The Respondent will be responsible for receiving, organizing, and delivering all required project closeout materials, including final as-built drawings, operation and maintenance ("O&M") manuals, equipment warranties, and guarantees. The Respondent shall ensure that all documentation is complete, accurate, and submitted in accordance with project specifications and District requirements.

In support of Project turnover, the Respondent shall coordinate with the design team, trade contractors, and District representatives to resolve any outstanding contract issues, including claims, punch list items, final inspections, warranty matters, and bond-related documentation. The Respondent will facilitate building systems training for the District's maintenance personnel, ensuring operational readiness and proper use of all installed systems. Original "marked-up" as-built drawings, reflecting field conditions and changes during construction, shall be compiled and submitted to the District along with all final warranties and guarantees.

At Project closeout, the Respondent shall prepare a comprehensive final report summarizing construction activities, outstanding issues, change orders, and financial reconciliations. This report shall include a formal recommendation regarding final payment and the issuance of the notice of completion. The Respondent shall remain available to support any post-

occupancy issues that arise during the warranty period and will assist the District in coordinating any corrective work required under warranty obligations.

1.4 Solicitation Documents

A copy of the solicitation documents may be obtained at no charge either: 1) by visiting the District's website at <https://www.midwayfire.com> 2) by contacting Fire Chief Shannon Stone at Shannon.stone@midwayfire.com, or 3) by telephone at 850-932-4771. Obtaining the solicitation documents from any other source other than as stated above may result in obtaining incomplete and inaccurate information.

In these solicitation documents, the terms "solicitation" and "RFQ" have the same meaning and the terms "letter of interest," "proposal" and "response" have the same meaning.

The following attachments are included in this solicitation:

- Attachment A – Signature and Addenda Acknowledgement Form
- Attachment B – Reference Form
- Attachment C – Project Manager/Key Personnel Form
- Attachment D – Public Entity Crimes Statement
- Attachment E – E-Verify Affidavit
- Attachment F – Human Trafficking Affidavit
- Attachment G - Agreement for Progressive Design-Build Services
- Attachment H – Breach of Contract/Non-Compliance Disclosure Form
- Attachment I – Architectural Plans for Fire Station #36

1.5 Questions and Communications

Respondents to this solicitation or persons acting on their behalf may not contact any District employee or Board member concerning any aspect of this solicitation, except in writing as provided below. Violation of this provision may be grounds for rejecting a response.

All questions concerning this solicitation must be submitted in writing via electronic mail to Fire Chief Shannon Stone at bidinfo@midwayfire.com using "**RFQ Question – Respondent/Fire Station #36**" as the subject line. Questions must be submitted on or before the deadline listed below. The District will not answer questions submitted in any other manner or questions submitted after the deadline.

1.6 Deadlines

Deadlines for submitting questions and for submitting a response are provided in Section 1.8. If Respondent has questions or desires to propose a change to a term or condition of this solicitation or the contract included in this solicitation, Respondent must identify its request by submitting a question by email as instructed in Section 1.5. The District may not consider proposed changes to the contract after the question submittal deadline provided below and will only make changes to the contract if it determines that it is in the best interest

of the District.

1.7 Addenda

The District will post answers to questions and any revisions to this solicitation as written addenda on the District’s web site at www.midwayfire.com. The District may issue Addenda on its own initiative or in response to questions to clarify, correct, supplement, or change the solicitation documents. Only responses set forth in an Addendum will be binding. Oral and other interpretations or clarifications will be without legal effect. Responses to questions are not part of the solicitation documents unless set forth in an Addendum that expressly modifies or supplements them. Respondents are responsible for reviewing the District’s website to ensure they are aware of the latest Addenda, any changes to schedule, or other developments.

1.8 Procurement Schedule

The following is the District’s schedule for this solicitation. The District may modify the scheduled dates if it determines that it is in the best interest of the District and if that occurs, the District will provide any changes by posting an Addendum.

Table 1—Procurement Schedule

<u>Event</u>	<u>Date</u>
Advertise RFQ	June 25, 2026
Deadline to submit questions	July 8 , 2026 at NOON CST
Responses Due	July 27, 2026 at NOON CST
Evaluation Committee Ranking and Shortlisting Meeting (Final Ranking May Occur)	July 29, 2026 at 3:00 PM CST
If Requested and Needed by Evaluation Committee, Interviews with Shortlisted Respondents and Reevaluation	August 3, 2026 at 9:00 AM CST
Fire Chief presented with ranking; upon approval by Fire Chief, contract(s) and fee negotiation	July 30 (if no interviews)/August 3 (if interviews) – August 11, 2026
Board meeting to approve contract	August 11, 2026
Notice to Proceed	Immediately upon execution of contract by selected Respondent

1.10 Pre-Submittal Meeting

No pre-submittal meeting will be held.

Section 2 Submittal Process

This Section provides the requirements for the submittal in response to this solicitation.

The response must be no more than forty (40) one-sided pages for all requested information excluding any Section dividers. All pages must be standardized 8 1/2 x 11 inches in size, margins not less than 1-inch, standard black text (except for graphics and pictures), and minimum 11-point font size for text. The document must be formatted to allow double-sided printing.

Respondents shall provide three (3) hard copies of the response and one (1) electronic copy in searchable PDF format not to exceed 20 MB file size of the response on a thumb drive to Fire Chief Shannon Stone at the address below. All responses must be delivered by NOON CST on or before the deadline provided above. The addresses for response submittal is: District Administrative Offices, 1322 College Pkwy, Gulf Breeze, FL 32563, in an envelope or package that is sealed and clearly marked:

From: _____	Due Date: July 27, 2026
(Name of Respondent)	Due Time: Noon CST
Address: _____	RFQ No. 2026 -01

It is the Respondent’s responsibility to confirm its submission has been received.

The District will not accept responses delivered other than as prescribed in this solicitation. If the response is delivered after the established deadline or is not submitted in the designated manner, it may be rejected as nonresponsive at the sole discretion of the District. The District reserves the right to reject all responses and not grant any award resulting from this solicitation. The District also reserves the right to waive nonmaterial irregularities and technicalities. If awarded, no contract will be formed between the Respondent and the District until a contract is executed by both parties. Respondents are solely responsible for their own expenses incurred in preparing a response to this solicitation.

As provided in Subsection 119.071(1), Florida Statutes, sealed bids, proposals, or responses are exempt from public records disclosure until the District provides notice of an intended decision or until thirty (30) days after opening the bids, proposals, or final replies, whichever is earlier.

Section 3 Agreement for Progressive-Design Build Services Including

Insurance Requirements

The Agreement for Progressive-Design Build Services in **Attachment G** of this solicitation contains minimum insurance requirements that must be satisfied by the Respondent. The Agreement requires that the Respondent provide separate fees for Phase 1 and Phase 2 services. Approval to proceed with Phase 2 shall be contingent upon the successful negotiation and acceptance of a mutually agreeable GMP. The District reserves the right, at its sole discretion, to procure construction contracts through other means if a GMP cannot be established.

The Agreement requires the Respondent to provide 100% Payment and Performance Bonds for the Construction Phase of the project. Bonds must be issued by a surety licensed to transact business in the State of Florida and acceptable to the District. Bonding shall be in accordance with the District's standard procurement requirements and submitted prior to the commencement of construction activities.

The Agreement provides the insurance requirements for the Project. Because the scope of work may change between phases, the required insurance coverages, limits, or specific provisions may also require adjustment to align with the risks associated with each respective phase. It is the responsibility of the selected Respondent to ensure that insurance coverage remains compliant as they evolve throughout the Project lifecycle. At a minimum, Respondent shall maintain the following:

- General Liability: \$1,000,000 per occurrence / \$2,000,000 aggregate
- Auto Liability: \$1,000,000
- Workers' Compensation: Statutory
- Professional Liability: \$1,000,000
- Umbrella/Excess Liability: \$5,000,000
- Payment and Performance bonding capacity for construction up to GMP of the Project

The response of the successful Respondent will be incorporated into the Agreement with terms that are acceptable to the District in its sole discretion. By submitting a response, Respondent agrees to all the terms and conditions of this solicitation and those included in **Attachment G**. The District will consider requested changes to **Attachment G** only if they are submitted according to the directions in Section 1.5 above. The District will not consider changes to the Agreement after the deadline for questions unless it determines that a change is in the best interest of the District.

The Agreement will be posted on the District's website at www.midwayfire.com no later than June 30, 2026.

Section 4 Response Contents

To be qualified for this Project, a Respondent must demonstrate that it has both the personnel, experience, expertise, and qualifications to provide the services described in this document. It is the Respondent's responsibility to include information in its response to

present all relevant qualifications and other materials. The required information in the Response Contents Section is correlated with the evaluation criteria.

The Response must include the following information in the order listed below:

Transmittal Letter and Respondent Profile (include **Attachment A**)

Tab 1—Qualifications of the Respondent, including Past Experience

Tab 2—Qualifications of Project Manager and Key Personnel (use **Attachment C** to this RFQ)

Tab 3—Project Approach, including Risk Management and Conflict Resolution

Tab 4—Client References including Reference Forms (use **Attachment B** to this RFQ)

Tab 5—Office Location(s)

Tab 6—Existing and Projected Workload

Appendix A—Required Forms:

- Public Entity Crimes Statement (use **Attachment D** to this RFQ)
- E-Verify Affidavit (use **Attachment E** to this RFQ)
- Human Trafficking Affidavit (use **Attachment F** to this RFQ)

Appendix B—Supporting Documents:

- Evidence of authority to do business in Florida
- Professional and business licenses for the individuals and for the Respondent
- Letters or Certificates of Insurance

4.0 Transmittal Letter and Respondent Profile

Respondents must submit a transmittal letter on the Respondent’s letterhead. It must be signed by a representative of the Respondent’s team who is authorized to commit the Respondent to the obligations contained in the response. The transmittal letter must include the name, address, phone number, and email address for the Respondent contact and must specify the Respondent’s signatory to any contract documents executed with the District. The transmittal letter must include the legal form of the Respondent, e.g., partnership, corporation, joint venture (if joint venture, identify the members).

Additional Information Required in Transmittal Letter

Provide a complete description of the Respondent including the following information:

- **General**

Provide general information about the Respondent, such as lines of business and service offerings, office locations, number of employees (professional and non-professional), years in business, and evidence of required licenses. Provide licenses in Appendix B of the Response.

- **Legal structure**

Identify whether the Respondent is organized as a corporation, limited-liability company (LLC), general partnership, joint venture, limited partnership, or

other form of legal entity. As applicable, identify any persons (*e.g.*, shareholders, members, partners, and the like) who hold an interest of five percent or more.

- **Insurance**

In Response Appendix B, provide a letter or Certificate of Insurance from the Respondent's insurance company stating its ability to acquire and provide the minimum limits for insurance as specified in the Agreement provided as **Attachment G**.

The Response must provide the following additional information pertaining to factors or events that have the potential to adversely impact the Respondent's ability to perform its contractual commitments.

- **Material adverse changes in financial position.** Are there any material historical, existing, or anticipated changes in financial position, including mergers, acquisitions, takeovers, joint ventures, bankruptcies, divestitures, or any material changes in the mode of conducting business? If so, list and describe.
- **Legal proceedings and judgments.** List and briefly describe any pending or past (within five years) legal proceedings and judgments concerning performance of Respondent's services, and any contingent liability that could adversely affect the financial position or ability to perform contractual commitments to the District. If no such proceedings or judgments are listed, provide a sworn statement to that effect from a principal of the Respondent or the Respondent's attorney.
- **Completion of contracts.** Has the Respondent failed to complete any contract, or has any contract been terminated due to alleged poor performance or default within the past five years? If so, describe the circumstances.
- **Violation of laws.** Has the Respondent been convicted of any criminal conduct or been found in violation of any federal, state, or local statute, regulation, or court order concerning antitrust, public contracting, employment discrimination or prevailing wages within the past five years? If so, describe the circumstances.
- **Debarred from bidding.** Has the Respondent been debarred within the past five years, or is it under consideration for debarment, from bidding on public contracts by the federal government or by any state? If so, describe the circumstances.
- **No prohibited relationships with District officers or employees.** Respondent is aware of the requirements of Section 112.313, Florida Statutes, and will provide a statement that Respondent does not have a prohibited relationship with any public officer or employee of the District as provided in Section 112.313, Florida Statutes.

If any of the questions above are answered in the affirmative, the Respondent must: (1)

describe in detail the unfavorable factor or event; and (2) provide sufficient information to demonstrate that the unfavorable factor or event will not adversely impact the Respondent's ability to perform its contractual commitments. **Please use Attachment H for details regarding breach of contract/lawsuits.**

The Respondent must notify the District of any changes should they occur after submission of the response and before the selection process is completed (and, in the case of the selected Respondent, before executing a contract).

4.1 Tab 1 – Overview and Respondent Qualifications, including Past Experience

Provide the District with an overview of the services that will be provided to the District to satisfy the requirements of this solicitation. This part should address the Respondent's experience and qualifications concerning design and construction of fire stations and public buildings to governmental entities including the following:

- Describe Respondent's knowledge and familiarity with the professional services required for the Project, including, architect services, engineering services, preparing final plans and specifications, preparing cost estimates, providing assistance with procurement for additional services needed to complete the project, and providing other professional services as needed.
- Describe Respondent's knowledge and familiarity with Federal, State, and local regulations, including environmental and land development regulations and building code regulations, which may be applicable to the Project.
- Describe Respondent's knowledge and familiarity with regulatory staff of federal, state, and local government agencies that will require permits and authorizations for the Project.
- Describe Respondent's knowledge of building standards and National, State, and local building criteria for the District's Project, including requirements under federal and state funding agreements.
- Describe Respondent's ability and willingness to perform routine recurring coordination with the Chief, or his designee, in order to ensure that the Project's final product is consistent with the District's needs and with the scope of the Project.
- Describe Respondent's ability and willingness to provide periodic reports to the Board of Commissioners and other appropriate District staff on the status and progress of the Project.

Respondents must provide a detailed narrative describing its knowledge, expertise, and capabilities as they relate to each phase outlined in the scope of work. In particular, the evaluation will consider relevant experience in fire station or public buildings for government entities.

Respondent shall provide five (5) descriptive project summaries for work substantially completed within the past ten (10) years. A minimum of three (3) of these projects must

have been completed under the Design-Build or Construction Manager at Risk delivery method. All projects must be related to similar facility types, including new facility construction and improvements, upgrades, or expansions to existing facilities. For each project, the following information must be included: the name of the entity for which the work was performed, a brief description of the project scope, the construction value or initial design fees, change orders to the design contract and associated dollar values, and the name and current contact number of someone at the client organization who can speak knowledgeably about the firm's role and performance.

In addition to the above, Respondents must list other current or recently completed projects (within the last three (3) years) for public or private agencies that demonstrate the Respondent's experience in delivering similar services. A separate narrative should be included describing specific examples of similar services completed by individual team members within the past five (5) years. Each example must include the client's name, a description of services provided, total value of services, project start and completion dates, performance related to budget and schedule, names of subcontractors involved, and the client's phone number and address.

Respondent shall not include examples or references for projects designed by former employees or by current employees while employed at other firms without clear explanation of responsibilities.

4.2 Tab 2 – Qualifications of Project Manager and Key Personnel

The response should include a list of the Respondent's key employees and project team members, including their qualifications, resumes, and roles in providing the desired services for the District. Information should also be provided regarding the team members' certifications and licenses with regulatory agencies, professional organizations, or any other governing entities. The Respondent must list any sub-contractors to be used, along with a description of their qualifications and their specific role in the Project. A Project staff organization chart should be included to illustrate the project team's structure.

In addition to the executive overview, Respondents must present a detailed staffing plan, identifying the project manager, key project team members, and any subconsultants. Only personnel who will be assigned to this Project should be included. A brief resume for each key individual must be provided, including their name and title, the percentage of time they will be assigned to this project, the number of years with the current firm, the number of years with other firms, relevant experience, types of projects, specific project involvements, education, active registrations or licenses, and any other qualifications relevant to the Project.

The qualifications of individuals assigned to the Project must be clearly outlined, including certifications, contact information, and the specific services they will provide to the District. The names and relevant experience of all sub-consultants must also be included, along with certifications, contact details, and the roles they will play on this project. A project organization chart must be provided to show the structure and relationships of key personnel

assigned to the work.

Additionally, the Respondent must list the location of all offices, including both the contractor and any subcontractors. The location of the office responsible for performing the work should be clearly stated, along with the number of full-time employees at that location. Proof of Florida license certification must be included.

4.3 Tab 3 – Project Approach, including Risk Management and Conflict Resolution

Describe Respondent’s approach for managing and performing the services. The project approach must address how the project will be organized, the services that would be recommended for the Project, and the approach to managing the design and construction of the Project. Provide additional information that adds value to the District and benefits project delivery. Specifically address the following:

- Demonstrate the Respondent’s understanding of the Project objectives by describing your approach to address project technical requirements, mitigation risks, and associate your approach to previous experience implementing similar approaches.
- Define key issues and challenges critical to the Project’s success and your approach to managing these elements and mitigating risks for project success.
- Identify innovative or alternative technical concepts that may enhance the ability to meet Project objectives.
- Provide a graphical representation of a typical schedule/timeline indicating major milestones and deliverables for a project similar in scope and size to this project. Discuss the Respondent’s approach to completing the Project in a timely manner, highlighting anticipated critical path activities.
- Describe Respondent’s approach to maintaining facility operations and coordinating with operations staff and management during construction, commissioning, startup, training, and acceptance testing.
- Identify and explain how the Respondent intends to mitigate potential risks and circumstances that could impact the Project. The methodology for handling delays and setbacks should be clearly described, including how the firm approaches unanticipated disruptions or obstacles. The narrative must also explain how the Respondent manages change orders and cost estimates when scope changes occur, ensuring transparency and control over budget impacts.

4.4 Tab 4 – Reference Projects

The response must describe the performance history and experience of the Project Team on similar fire station projects. Recent relevant experience regarding construction delays due to weather, delay of materials or other situations and how you addressed them. Describe your experience in managing Change Orders and other project adjustments.

Provide information concerning the Respondent’s approach to personnel safety for District projects. Discuss your history of collaboration on reference projects and how it contributed to the project’s success.

The Respondent shall submit descriptions of three (3) reference projects the Respondent worked on during the last five (5) years using the reference form provided in **Attachment B**. Respondents may include projects that are not yet finally completed but are well enough underway to demonstrate success.

Respondent shall not include reference projects designed by former employees or by current employees while employed at other firms without a clear explanation of responsibilities.

4.5 Tab 5 – Project Office Location(s)

Respondent shall provide the address and phone number of the office having primary responsibility for the providing the requested services and the key personnel based at that office. Identify other offices that may provide additional support for the services and describe the support they will provide. Describe how the project location will serve the District’s needs.

4.6 Tab 6 – Existing and Projected Workload

Respondent shall provide its existing and projected workload of the Respondent and the Key Personnel. The response must provide information regarding the Respondent’s current and projected workload. This includes a list of projects and clients, construction commencement dates, projected completion dates, and the construction dollar value for each project. This data will be used to evaluate the Respondent’s availability and capacity to take on the proposed work. In addition, Respondents must provide the volume of work completed during the last five (5) calendar years. This historical workload data helps assess the Respondent’s sustained operational capacity over time and its experience handling concurrent projects.

Section 5 Evaluation and Selection Process

An Evaluation Committee (committee) will review the responses for compliance with the requirements of this solicitation and provide an evaluation of all responsive Respondents. The committee’s evaluation of Respondents will be based on the specific project needs and the experience, expertise, and approach provided in the response according to the details provided in Section 4 and the criteria listed below.

5.1 Review of Responses for Responsiveness

Contents and Timeliness. The District will review each response to determine whether it complies with the requirements provided in this solicitation including all information described in the Response Contents Section above, is timely submitted, and has the required signatures as applicable. Failure to comply with these requirements may result in the response being deemed non-responsive.

Respondents must not provide costs or billing rates with their response. Fees and billing rates will be negotiated after a Respondent is selected as provided in Subsections 287.055, Florida Statutes.

Minimum Requirements. Any response that fails to meet all the following minimum requirements may be determined as “non-responsive” and will not be evaluated or scored.

- The response must include documents demonstrating that Respondent and its subcontractors are authorized to do business in the State of Florida as required by Section 607.1501, Florida Statutes.
- Respondent must provide at least three (3) client references to which it has provided services in the past five (5) years for projects similar in scope to those in this solicitation.
- Respondent must provide evidence that it will meet the minimum insurance coverage required under the Agreement.

5.2. Evaluation Criteria

The maximum score for this solicitation is 100. The District will consider the following criteria in alignment with the Response Contents set forth in Section 4.

Criteria	Maximum Points
1. Respondent Qualifications	25
2. Qualifications of Project Manager and Key Personnel	25
3. Project Approach	20
4. Reference Projects	20
5. Office Location(s) Relative to District Needs	5
6. Existing and Projected Workload	5
TOTAL	100

5.3 Selection Process

Preliminary Scoring. Each member of the committee will individually review and score the responsive and responsible responses according to the criteria contained in this solicitation.

Public Meeting and Ranking. The committee will hold a public meeting to discuss their evaluation. Each committee member may adjust his or her scores based on the discussion among the committee members. Following the discussion, District staff will collect the adjusted scores of each committee member to develop a list of ranked Respondents.

Scoring and ranking based on written responses. Each member of the committee will review the responsive and responsible responses according to the evaluation criteria. The committee will hold a public meeting to discuss and rank the responses. Each committee

member may adjust his or her scores based on the discussion among the committee members. Following the discussion, District staff will collect the adjusted scores of each committee member to develop a list of ranked Respondents. At the meeting, the District will read the list of the top ranked Respondents that may be invited to proceed to the next steps of the evaluation process. If interviews are requested, following the interviews, each committee member may adjust his or her scores based on the discussion among the committee members. Upon approval of the ranked short-list by the committee, the Fire Chief will be presented the rankings for approval. Negotiations will be conducted by the Fire Chief or his or her authorized designee(s), hereinafter referred to as "District negotiators." The District will post the list of firms in ranked order on its website.

Contract Formation. The District will then negotiate an Agreement with the top-ranked firm in accordance with Section 287.055(5), Florida Statutes. If the District is unable to negotiate a satisfactory contract with the top-ranked firm, the District will terminate negotiations with that firm and will then undertake negotiations with the second-ranked firm. The District will continue negotiations in accordance with Section 287.055(5), Florida Statutes, until an agreement is reached. Upon completing the negotiations, the Agreement will be presented to the Board for approval.

Section 6 Conditions for Respondents

6.1 Rights of the District

In connection with this procurement process, including the receipt and evaluation of responses and award of a contract, the District reserves to itself (at its sole discretion) all rights available to it under applicable law, including without limitation, with or without cause and with or without notice, the right to:

- Cancel, withdraw, postpone, or extend this solicitation, in whole or in part, at any time prior to the execution of the contract, without incurring any obligations or liabilities.
- Modify the procurement schedule.
- Waive deficiencies, informalities, and irregularities in a response and accept and review a nonconforming response.
- Suspend and terminate the procurement process or terminate evaluations of responses received.
- Permit corrections to data submitted with any response.
- Hold meetings and interviews, and conduct discussions and correspondence, with Respondents to seek an improved understanding of any information contained in a response.
- Seek or obtain, from any source, data that has the potential to improve the understanding and evaluation of the responses.
- Seek clarification from any Respondent to fully understand information provided in

the response and to help evaluate and rank the Respondents.

- Reject a response containing exceptions, additions, qualifications, or conditions not called for in the solicitation or otherwise not acceptable to the District.
- Conduct an independent investigation of any information, including prior experience, included in a response by contacting references, accessing public information, contacting independent parties, or any other means.
- Request additional information from a Respondent during the evaluation of its response.

6.2 Obligation to Keep Project Team Intact

District expects all proposed Key Personnel to be available to provide services for this project. Respondents must ensure that all Key Personnel identified in the response remain on the project Team for the duration of the procurement process and execution of the services. Following announcement of the short list, Respondents must not substitute an individual filling a Key Personnel position, except in unavoidable circumstances. In such circumstances the Respondents must notify the District in writing, and the District may rescore, and re-rank, and thereafter decide whether the Respondent may continue to compete in the selection process.

The anticipated dates for award of the contract are set forth in Section 1 of this solicitation. Key Personnel must be committed to the project for the project duration. If extraordinary circumstances require a change, Respondent must identify the requested replacement and submit the replacement personnel's experience (resume) in writing to the District contact, who, at its sole discretion, will determine whether to authorize a change, recognizing that certain circumstances (such as termination of employment) may occur that are beyond the firm's control. Unauthorized changes to the project team at any time during the procurement process may result in elimination of the Respondent from further consideration.

6.3 Notice of Decision and Protest Process

Failure to file a protest within the time prescribed below, or failure to post the bond or other security required by law within the time allowed for filing a bond will constitute a waiver of the right to a proceeding.

Notice of Decision

The Notice of Intended Decision will be posted on the District's website at www.midwayfire.com and also at the District's Administrative Offices at 1322 College Pkwy, Gulf Breeze, FL 32563.

Notice of Protest and Formal Written Protest

By submitting a response to this solicitation, Respondents agrees to the process for filing a protest set forth in these instructions. No time will be added to the time limits provided

below for service by mail.

a. Protest of terms, conditions or specifications of a solicitation

With respect to a protest of the terms, conditions, and specifications contained in a solicitation, including any provisions governing the methods for ranking bids, proposals, or replies, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract, the notice of protest shall be filed in writing within seventy-two (72) hours after the posting of the solicitation. The formal written protest shall be filed within ten (10) days after the date the notice of protest is filed.

b. Protest of the District's decision or intended decision

Any person who is adversely affected by the District's decision or intended decision shall file with the District a notice of protest in writing within seventy-two (72) hours after the posting of the notice of decision or intended decision. The formal written protest shall be filed within ten (10) days after the date the notice of protest is filed.

Contents of Formal Written Protest

The formal written protest must be printed or typewritten, and must contain:

- 1) The name and address of the person or firm filing the protest and an explanation of how the person or firm is adversely affected;
- 2) A statement of how and when the competitive solicitation, or notice of District decision or intended decision was received;
- 3) A statement of all disputed issues of material fact, and if there are none, a statement so indicating;
- 4) A concise statement of the ultimate facts alleged, as well as the rules or statutes which entitle the protestor to relief;
- 5) A demand for relief; and
- 6) Any other information material to the protest.

Filing

All notice of protests and formal written protests shall be filed with the District Fire Chief at the Fire District's Administrative Offices located at 1322 College Parkway, Gulf Breeze, FL 32563, Monday through Friday, during normal business hours, excluding holidays. Filings may be submitted via hand delivery, U.S. Mail, or other delivery/courier service. Filings will not be accepted via email. A notice of protest or formal written protest is not timely filed unless received by the District within the prescribed time limit. Failure to file a notice of protest, if required, or a formal written protest within the time prescribed in these instructions shall constitute a waiver of all claims.

Stay of Procurement

Upon receipt of a formal written protest that has been timely filed, the bid solicitation or contract award process shall be stayed until the subject of the protest is resolved by final action by the Board, unless the Fire Chief, with the concurrence of the Board, sets forth in writing particular facts and circumstances that require the continuation of the contract solicitation process through award without delay in order to avoid an immediate and serious threat or loss to the public health, safety, property, or welfare. The District will provide notice that a contract solicitation has been stayed either electronic mail or U.S. mail to all Respondents.

Resolution of Formal Written Protest

The Fire Chief, or his or her designee, shall consider and investigate all written protests in a timely manner. The District will provide an opportunity for the protestor to meet with the Fire Chief, or his or her designee, to resolve the protest by mutual agreement within seven (7) days, excluding Saturday, Sunday, and holidays, of receipt of a formal written protest. The District may grant extensions of time to conduct this meeting for good cause shown.

If the subject of a protest is not resolved pursuant to this meeting, the Fire Chief shall state in writing that there was no resolution. The Fire Chief will make a recommendation to the Board, and the Board of Commissioners will then make a final decision to either uphold the recommendation, reject the recommendation, and send it back for further action, reject all proposals, or do something other than what the Fire Chief has recommended.

6.4 Other Legal Matters

1. Scrutinized Companies. By submitting a response to this solicitation, Respondent certifies that it is in compliance with Section 287.135, Florida Statutes. Respondent certifies that it is not on this list of Scrutinized Companies that Boycott Israel and is not engaged in a boycott of Israel. For contracts for goods or services of \$1 million or more, Respondent certifies that (1) it is not on any of the following lists: Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Terrorism Sectors created pursuant to Section 215.473, Florida Statutes, and (2) it is not engaged in business operations in Cuba or Syria. Respondent acknowledges the remedies provided in subsection 287.135(5), Florida Statutes, against anyone found to have submitted a false certification including civil penalties.
2. Public Entity Crimes. Respondent understands the requirements of Sections 287.132 and 287.133, Florida Statutes, certifies that it is not on the convicted vendor list for public entity crimes maintained by the Florida Department of Management Services. Respondent certifies that it is in full compliance with Sections 287.132 and 287.133, Florida Statutes, and will notify the District if it becomes non-compliant. Respondent has provided a Public Entity Crimes statement with its response to this solicitation.

3. E-Verify. Section 448.095, Florida Statutes, requires that consultants, contractors, subconsultants, and subcontractors for a public agency must register with and use the E-Verify system to verify the work authorization status of all new employees. By submitting a response to this solicitation Respondent certifies that it does not employ, contract with, or subcontract with any unauthorized aliens, is in compliance with Section 448.095, Florida Statutes, and if selected, will comply with the requirements in the contract concerning E-Verify.
4. Human Trafficking Affidavit. By submitting a response to this solicitation, Respondent certifies that it does not use coercion for labor or services as defined in Section 787.06, Florida Statutes, and if selected, Respondent will submit an affidavit attesting to its compliance when it executes the contract with the District.
5. Responsible Vendor Determination. Respondent is hereby notified that Section 287.05701, Florida Statutes, provides that the District may not request documentation of or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor and may not give preference to a vendor based on the vendor's social, political, or ideological interests.
6. Public Records. Once opened, all responses will become the property of the District and, at the sole discretion of the District, may not be returned to Respondent. Any information, reports, or other materials given to, prepared, or submitted in response to this solicitation will be subject to the provisions of the Public Records Act, Chapter 119, Florida Statutes. Any Respondent claiming that its response contains information that is exempt from Chapter 119, Florida Statutes, must clearly segregate and mark that specific information and provide the specific statutory citation for such exemption. Respondents are solely responsible for defending any claimed exemption from disclosure under Chapter 119, Florida Statutes. Subsection 119.071(1)(b), Florida Statutes, exempts sealed responses from inspection, examination, and duplication until such time as the District issues a notice of intended decision or within 30 days after opening the responses, whichever is earlier. This exemption is not waived by the public opening of the responses. ANY QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THIS SOLICITATION MAY BE DIRECTED TO THE DISTRICT'S PUBLIC RECORDS CUSTODIAN AT velina.buckley@midwayfire.com, BY MAIL AT 1322 COLLEGE PKWY, GULF BREEZE, FL 32563, OR BY PHONE AT (850) 932-4771.
7. Cooperation with Inspector General. Respondent agrees to comply with Section 20.055(5), Florida Statutes, and will cooperate with the inspector general in any investigation, audit, inspection, review, or hearing.
8. Contingency Prohibition. Respondent warrants that it is in compliance with Section 287.055(6), Florida Statutes, and that it has not retained anyone and has not paid anyone a contingency fee to solicit or secure the contract.

Attachment A – Signature and Addenda Acknowledgment

Business Name and Responsible Individuals

The following named Respondent agrees to all terms and conditions in this solicitation and the contract for professional services included in it. The person whose signature appears below is authorized to bind the respondent.

Business Name: _____

_____ state & date of incorporation

Name and title of individual authorized to bind Respondent: _____

Address: _____

Telephone: _____

Name and title of individual to contact concerning this Response: _____

Address: _____

Telephone: _____

Email: _____

Addendum Acknowledgement

Respondent has received and this response incorporates the following addenda:

Addendum No. _____ Date Issued: _____

Addendum No. _____ Date Issued: _____

Addendum No. _____ Date Issued: _____

Authorized Signature

Date

Print or type name and title as signed above

Attachment B – Reference Form

REFERENCE FORM

Respondent's Name: _____

Reference Entity: _____

Reference Contact Person: _____

Reference Address: _____

Reference Email Address: _____

Reference Phone No.: _____

Reference Project Name: _____

Project Location: _____

Respondent Project Manager: _____

Other Respondent staff who worked on this project: _____

Project Budget: _____ Actual Cost: _____

Date Project Commenced: _____

Scheduled Final Completion: _____ Actual Final Completion: _____

Description of Work Performed:

Attachment D - Public Entity Crimes Statement

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

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

1) This sworn statement is submitted to by

(Print individual's name and title)

for _____
(Print 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: _____).

- 2) I understand that a “public entity crime” as defined in Section 287.133(1)(g), Florida Statutes, means a violation 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, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Section 287.133(1)(b), Florida Statutes, means a finding 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.
4. I understand that an “affiliate” as defined in Section 287.133(1)(a), Florida Statutes, means:
- a) A predecessor or successor of a person convicted of a public entity crime; OR
- b) 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.
5. I understand that a “person” as defined in Section 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 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.

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

 Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has 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 its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the 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.

 The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the 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. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(Attach a copy of the Final Order.)**

I UNDERSTAND THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(Signature) (Date)

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _day of _____, 2026 by _____ as _____ of _____, a _____ company organized under the laws of the State of _____, on behalf of the company, who is personally known to me or has produced _____ as identification.

Notary Public
Name (Printed)_____

My commission expires _____.

(Printed typed or stamped Commissioned name of Notary Public)

Attachment E – E-Verify Affidavit

Pursuant to Section 448.095, Florida Statutes, beginning January 1, 2021, Consultant shall register with and use the U.S. Department of Homeland Security's E-Verify system, (<https://e-verify.uscis.gov/emp>) to verify the work authorization status of all Consultant employees hired on and after January 1, 2021. Additionally, Consultant shall require all subconsultants performing work under this Agreement to use the E-Verify system for any employees hired on and after January 1, 2021. Consultant must provide evidence to the Authority of compliance with Section 448.095, Florida Statutes, prior to entering the Agreement

Affidavit

I hereby certify that _____(Contract holder) does not employ, contract with, or subcontract with any unauthorized aliens, and is otherwise in full compliance with Section 448.095, Florida Statutes.

All employees hired on or after January 1, 2021, have had their work authorization status verified through the E-Verify system.

A true and correct copy of _____(Contract holder) proof of registration in the E-Verify system is attached to this Affidavit.

Signature	Date
Print Name	

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this ____ day of _____, 2026 by _____ as _____ of _____, a _____ company organized under the laws of the State of _____, on behalf of the company, who is personally known to me or has produced _____ as identification.

My commission expires _____.

Notary Public
Name (Printed) _____
(Printed typed or stamped Commissioned name
of Notary Public)

Attachment F – Human Trafficking Affidavit

**HUMAN TRAFFICKING AFFIDAVIT
SECTION 787.06, FLORIDA STATUTES**

Before me, the undersigned authority, personally appeared _____
_____, whom after being duly sworn, deposes and states:
(Affiant)

1. My name is _____ and I am over eighteen
years of age. The following information is given from my own personal knowledge.

2. I am an officer or representative with _____, a
non-governmental entity. I am authorized to provide this affidavit on behalf of _____
_____.

3. The non-governmental entity, _____, does
not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

FURTHER AFFIANT SAYETH NOT.

_____, 20____
(Affiant)

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization,
this ____ day of _____, 2026 by _____ as _____ of
_____, a _____ company organized under the laws of the State of
_____, on behalf of the company, who is personally known to me or has produced _____ as
identification.

My commission expires _____.

Notary Public
Name (Printed) _____
(Printed typed or stamped Commissioned name
of Notary Public)

**Attachment G – Agreement for Progressive-Design Build
Services**

Attachment H – Breach of Contract/Non-Compliance Disclosure

ALLEGED NEGLIGENCE/BREACH OF CONTRACT/NON-COMPLIANCE WITH GOVERNMENTAL REGULATION FORM

Please fill in the form below. Provide details for each incident of alleged negligence, breach of contract or non-compliance with governmental regulation that has occurred over the past 5 years. Examples of non-compliance with governmental regulation include but are not limited to zoning violations, code enforcement violations, civil or criminal citations, denial, or revocation of permits. Provide details for all entities currently or previously owned in whole or in part by the proposer in the last 5 years.

Please complete in chronological order with the most recent incident starting on page 1. Please do not modify this form (expansion of spacing allowed) or submit your own variation.

Company Name: _____

Type of Incident <i>Alleged Negligence, Breach of Contract, or Non-Compliance</i>	Incident Date And Date Filed	Plaintiff <i>(Company, person, entity- acted against your company or state if your company initiated the action)</i>	Case Number	Court <i>(Name of State and County)</i>	Project <i>(Address and Name)</i>	Allegation <i>(Stated reason your company was accused of negligence, breach of contract or non- compliance of governmental regulation or the allegations your company made)</i>	Final Outcome <i>(Who prevailed and how)</i>

Make as many copies of this sheet as necessary to provide a 5-year history of the requested information. If there is no action pending or action taken in the last 5 years, complete the company name and write "NONE" in the first "Type of Incident" box of this page and return with your proposal package. This form should also include the primary partners listed in your response. Do not include litigation with your company as the plaintiff. Final outcome should include who prevailed and what method of settlement was made. If a monetary settlement was made the amount may remain anonymous.

Proposals may be declared "non-responsive" due to omissions of "Negligence or Breach of Contract" on this disclosure form. Additionally, proposals may be declared "not responsible" due to past or pending lawsuits that are relevant to the subject procurement such that they call into question the ability of the proposer to assure good faith performance.

Page Number: _____ of _____ Total pages

Attachment I – Architectural Plans for Fire Station #36