



FLORIDA INLAND NAVIGATION DISTRICT

April 23, 2021

To: Potential Bidders

From: Ian Eyeington, Project Manager

Subject: Nassau, Duval, St. Johns, and Flagler Counties Groundwater Monitoring Project

Enclosed are the bid documents and scope of work for the referenced project. The contract duration will be three (3) years with the possibility for an additional three (3) year extension.

Scaled bids are due in the District office no later than 2:00 PM on June 11, 2021. A qualified bid will consist of the completed bid submittal forms and required documents. Scaled bids are required in accordance with Section 5.0 of the Project Specifications and shall be either mailed or hand delivered and received by the District.

The contract will be awarded to the responsible and responsive bidder who submits the lowest qualified bid. However, the District reserves the right to not award a contract based on its sole discretion. The District reserves the right to expand or reduce the scope of work of this contract upon negotiation with contractor. The District reserves the right to terminate this contract if contractor's work is deemed unsatisfactory.

Read through these attached documents carefully and thoroughly to ensure you know what is being asked. Please contact me should you have any questions concerning this matter.

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Project Manager
Florida Inland Navigation District
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Office: 561-627-3386

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FLORIDA INLAND NAVIGATION DISTRICT

NASSAU, DUVAL, ST. JOHNS, & FLAGLER COUNTIES

Groundwater Monitoring Project

Bid Package

April 23, 2021

SCOPE OF WORK

FLORIDA INLAND NAVIGATION DISTRICT

NASSAU, DUVAL, ST. JOHNS, & FLAGLER COUNTY

GROUNDWATER MONITORING PROJECT

APRIL 23, 2021

Dredge Material Management Area (DMMA) NA-1 is located in Nassau County. DMMA DU-2, DU-6, DU-8, and DU-9 are located in Duval County. DMMA SJ-14 is located in St. Johns County. DMMA FL-3 is located in Flagler County. The Florida Inland Navigation District manages dredged materials from the Atlantic Intracoastal Waterway on these sites. Descriptions of the seven (7) sites are referenced in Attachment A.

Beginning in the 3rd quarter of 2021, the contractor will sample the thirty-four (34) monitoring wells located on the subject sites on a quarterly basis for three (3) years. The sampling will be conducted under Florida Department of Environmental Protection, Standard Operating Procedures (FDEP-SOP-001/01), FS-2200 for groundwater sampling. The sampling analysis will consist of chloride, pH, TDS, and turbidity. Samples are to be collected via peristaltic pump.

A field sampling data sheet will be prepared for each well sampled that will include depth to water and a calculation of well volume for purging. One field equipment blank and one duplicate sample will be taken during each quarterly sampling round in order to meet Quality Assurance/Quality Control (QA/QC) requirements. Each sample will be analyzed by a state certified testing laboratory in accordance with the following: EPA Method 300 for dissolved chloride, EPA Method 150.1 for pH. EPA Method 160.1 for TDS, and EPA Method 180.1 for turbidity. A Chain of Custody form will be completed properly identifying sample locations, sample type, sampler, etc.

Quarterly results will be reported in a cumulative table. Original copies of laboratory data and field sampling sheets will be attached to the quarterly report. The District requires the report be submitted within 15 days of completion of sampling. All reports will be submitted to the District in electronic format, not printed format. The District may also require specific standardized forms be used in reporting the well data which will be supplied.

To qualify for this project, a sealed bid must be received or hand-delivered to the Florida Inland Navigation District office no later than 2:00 pm on June 11, 2021. The District reserves the right to not award this contract based on its discretion. The District also reserves the right to expand or reduce the scope of work of this contract upon negotiation with contractor. The district reserves the right to terminate this contract if contractor's work is deemed unsatisfactory. Upon completion of the three (3) year contract term, the District may offer the contractor an option to extend contract for an additional three (3) years.

ATTACHMENT A

PROJECT SPECIFICATIONS

FLORIDA INLAND NAVIGATION DISTRICT

NASSAU, DUVAL, ST. JOHNS, & FLAGLER COUNTY

GROUNDWATER MONITORING PROJECT

SECTION 1.0 GENERAL

The Florida Inland Navigation District, hereinafter referred to as the "District", desires to enter into an agreement with a qualified and insured contractor, hereinafter referred to as the "Contractor", to sample the groundwater monitoring wells on SEVEN (7) District DMMA's known as NA-1 (Crane Island) in Nassau County. DU-2 (N. Black Hammock Island), DU-6 (Fanning Island), DU-8 (Harbortown Marina) and DU-9 (Dee Dot Ranch) are located in Duval County. SJ-14 (Nocatee) is located in St. Johns County. FL-3 (Palm Coast) is located in Flagler County.

Access to the monitoring wells at these sites can be challenging at times and a reliable vehicle with four-wheel drive and good clearance is recommended as the trails can be uneven, wet, or overgrown. Contractor assumes liability for his/her assets while on District property.

SECTION 2.0 PROPERTY DESCRIPTION NA-1

NA-1 is an operational DMMA located on Crane Island off the road Crane Island Park, in Nassau County. The location and boundaries of the site are shown in Attachment B, FIG. 1. The site has one (1) monitoring well to be sampled.

SECTION 2.1 PROPERTY DESCRIPTION DU-2

DU-2 is an operational DMMA located on the northern end of Black Hammock Island off Sawpit Rd., in Duval County. The location and boundaries of the site are shown in Attachments B, FIG. 2. The site has eight (8) monitoring wells to be sampled.

SECTION 2.2 PROPERTY DESCRIPTION DU-6

DU-6 is an operational DMMA located on Fanning Island off Hecksher Dr., in Duval County. The location and boundaries of the site are shown in Attachment B, FIG. 3. The site has six (6) monitoring wells to be sampled.

SECTION 2.3 PROPERTY DESCRIPTION DU-8

DU-8 is an operational DMMA located south of Atlantic Blvd. off Bermuda Rd., in Duval County. The location and boundaries of the site are shown in Attachment B, FIG. 4. The site has four (4) monitoring wells to be sampled.

SECTION 2.4 PROPERTY DESCRIPTION DU-9

DU-9 is an operational DMMA located within the Dee Dot Ranch off San Pablo Rd. South, in Duval County. The location and boundaries of the site are shown in Attachment B, FIG. 5. The site has six (6) monitoring wells to be sampled.

SECTION 2.5 PROPERTY DESCRIPTION SJ-14

SJ-14 is an operational DMMA located in Nocatee on the south side of Old Palm Valley Rd., in St. Johns County. The location and boundaries of the site are shown in Attachment B, FIG. 6. The site has six (6) monitoring wells to be sampled.

SECTION 2.6 PROPERTY DESCRIPTION FL-3

FL-3 is an operational DMMA located in Palm Coast off N Old Kings Rd., in Flagler County. The locations and boundaries of the site are shown in Attachment B, FIG. 7. The site has three (3) monitoring wells to be sampled.

SECTION 3.0 BIDS

Bids shall be submitted using the Bid Submittal Form in Attachment C. The total bid amount shall include all costs to perform one (1) sampling event of all monitoring wells on these sites. Unqualified bids or bids with exception will not be considered. To be considered for this project, bidder must include ALL documents listed in the Bid Submittal Checklist in Attachment C. BIDS WILL BE MADE BY SEALED BID ONLY. The sealed bid shall be marked clearly on the outside envelope "Sealed Bid: Nassau, Duval, St. Johns, and Flagler Counties Groundwater Monitoring Project" and shall be submitted inside another envelope. Bids can be mailed, or hand delivered to the District's office whose address is listed below in Section 4.0. All bids are due by 2:00 pm June 11, 2021.

SECTION 4.0 PROJECT MANAGER

The District's Project Manager for this agreement will be Ian Eyeington. He can be contacted at the District's office: 1314 Marcinski Road, Jupiter, Florida 33477. Telephone (561) 627-3386, Fax (561) 624-6480, Email: ieyeington@aicw.org.

SECTION 5.0 PROJECT SUPERVISION

The District's Project Manager shall give notice regarding the approximate date and time of the initial sampling and completion of the sampling. The project manager will make available personnel to assist in the resolution of any questions or problems that may arise. The District sites are securely locked, and the contractor will ensure they remain this way prior to sampling and upon completion of sampling activities. The contractor will monitor the security of the sites and notify the District of damage or vandalism to them at the time of sampling events.

SECTION 6.0 INSURANCE REQUIREMENTS

Contractor shall provide to FIND satisfactory evidence of the insurance required in the Contract within fifteen (15) calendar days after notification of award of the Contract. As evidence of compliance with the insurance required herein, Contractor shall furnish FIND with one of the following forms of acceptable evidence of insurance:

- (a) (1) an appropriate Certificate of Insurance (which identifies the project) and is signed by an authorized representative of the insurer evidencing all coverage required; and
- (2) a copy of the actual additional insured endorsement as issued on the policy(ies), signed by an authorized representative of the insurer(s) verifying inclusion of FIND and FIND's Commissioners, officers, employees and agents as additional insureds.
- (b) the original of the policy(ies); or
- (c) other evidence satisfactory to FIND.

Contractor will be required to maintain insurance policies with the following minimums for the duration of the project:

1. Workers' Compensation/Employer's Liability Insurance

The minimum amount of coverage (inclusive of any amount provided by an umbrella or excess policy) shall be:

Part One:	"Statutory"
Part Two:	\$1,000,000 Each Accident
	\$1,000,000 Disease – Policy Limit
	\$1,000,000 Disease – Each Employee

2. Commercial General Liability Insurance

The minimum limits (inclusive of amounts provided by an umbrella or excess policy) shall be:

\$500,000	General Aggregate
\$500,000	Products/Completed Operations Aggregate
\$500,000	Personal and Advertising Injury
\$500,000	Each Occurrence

The District and its Commissioners, officers, employees and agents shall be included as "Additionally Insured" on a form no more restrictive than ISO form CG 20 10 (Additional Insured – Owners, Lessees, or Contractors)

3. Business Automobile Liability Insurance.

Such insurance shall be provided on a form no more restrictive than that provided by Section II (Liability Coverage) of the most recent version of the standard Business Auto Policy (ISO Form CA 00 01) without any restrictive endorsements, including coverage for liability contractually assumed. The policy shall cover all owned, non-owned, and hired autos used in connection with the performance of work under this Contract.

The minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be:

\$1,000,000 Each Occurrence – Bodily Injury and Property Damage Combined

SECTION 7.0 PAYMENT

The contractor will submit the District certification form along with an invoice at the completion of a sampling event. Upon District inspection and approval, the District will release payment to the contractor.

ATTACHMENT B: SITE MAPS AND LOCATIONS

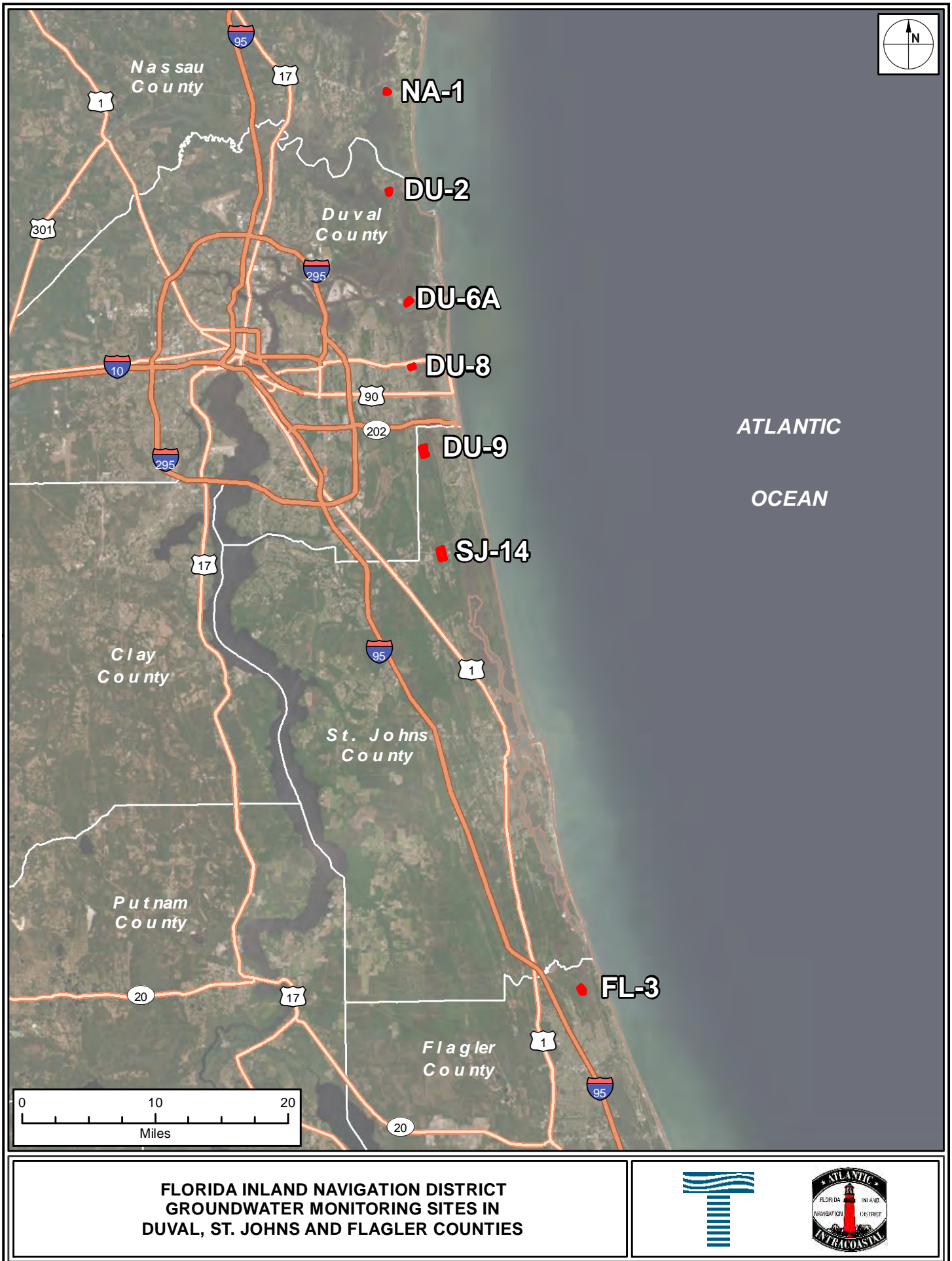


FIG. 1

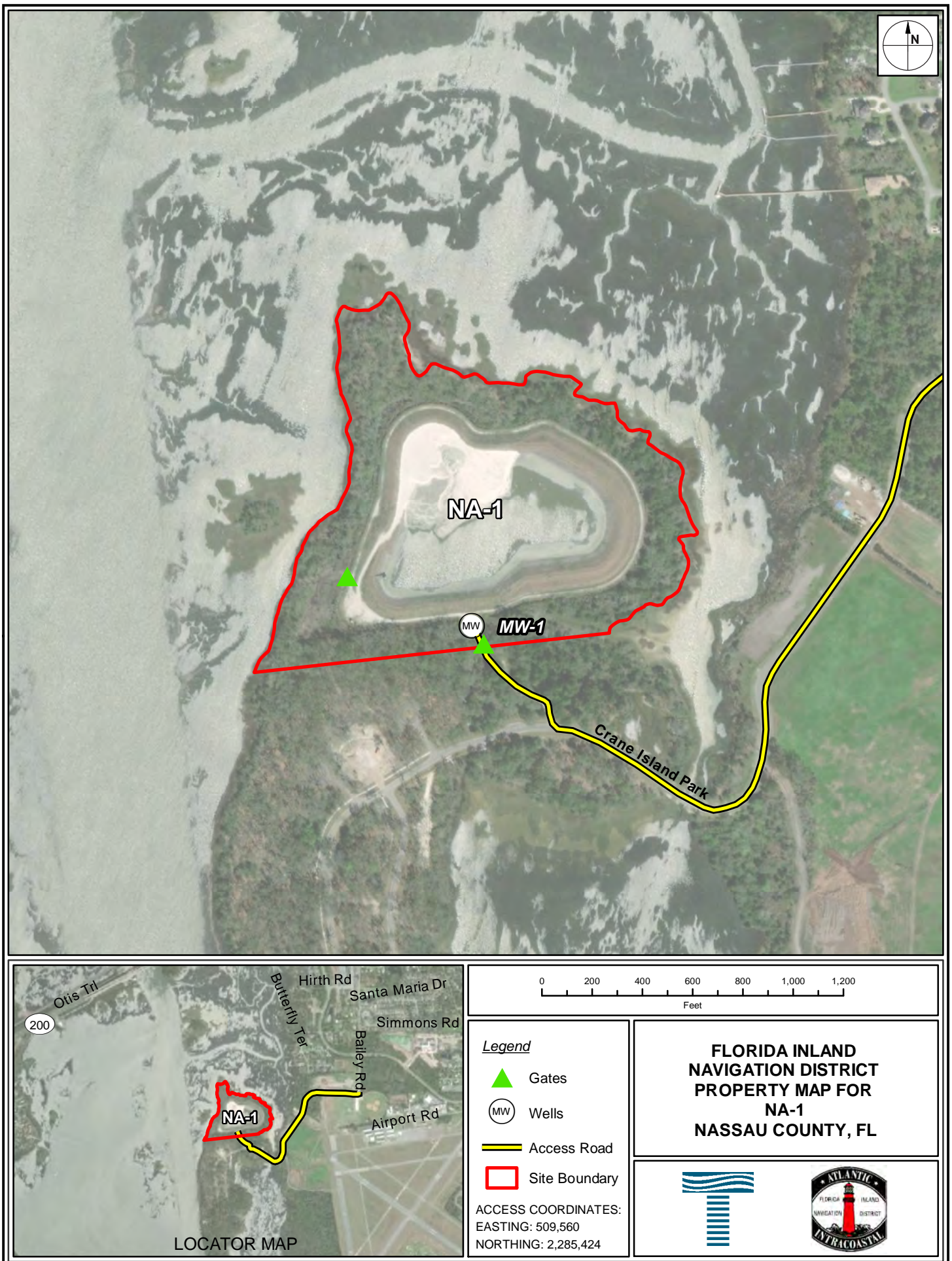


FIG. 2



FIG. 3



FIG. 4



FIG. 5

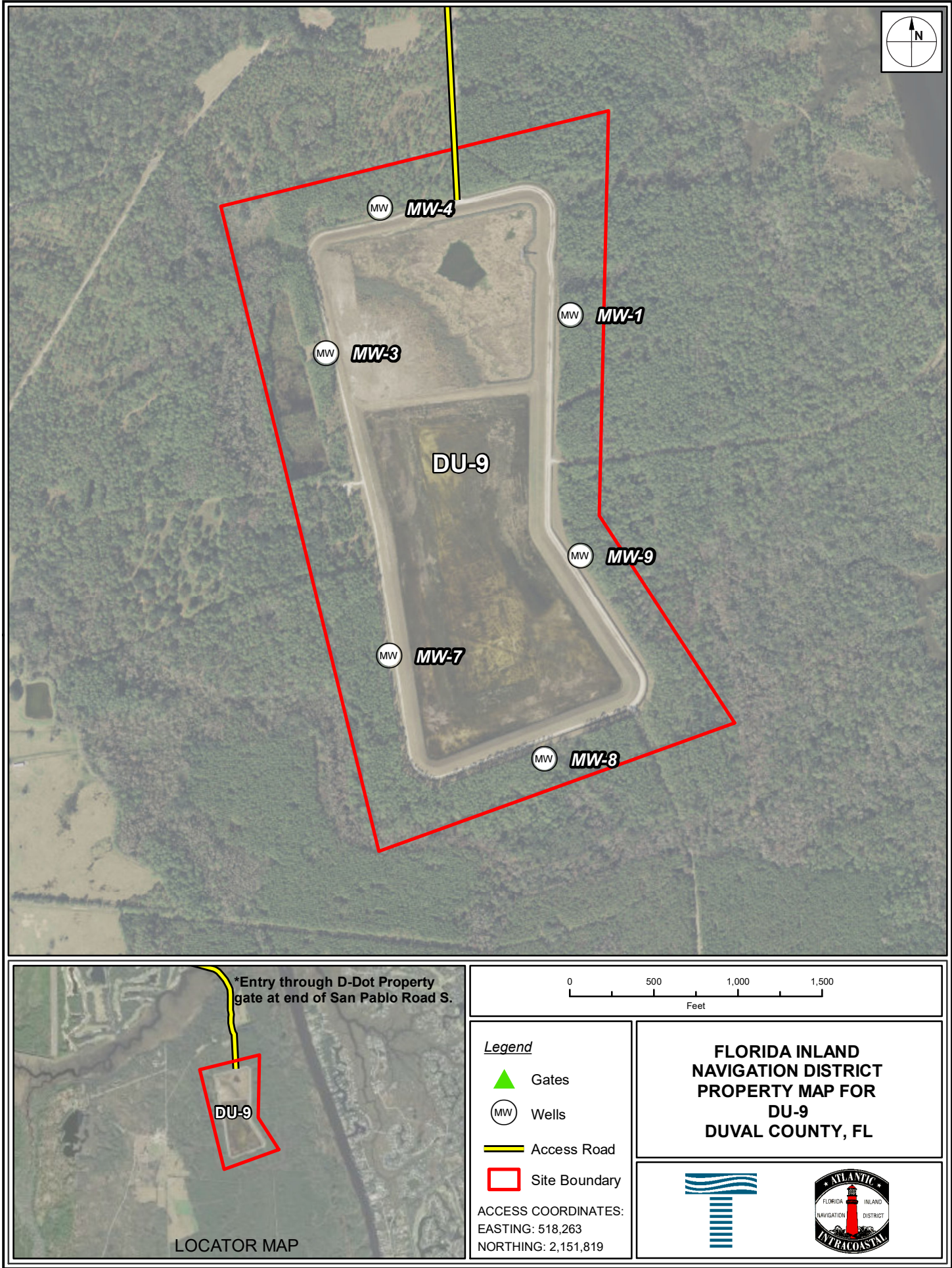


FIG. 6

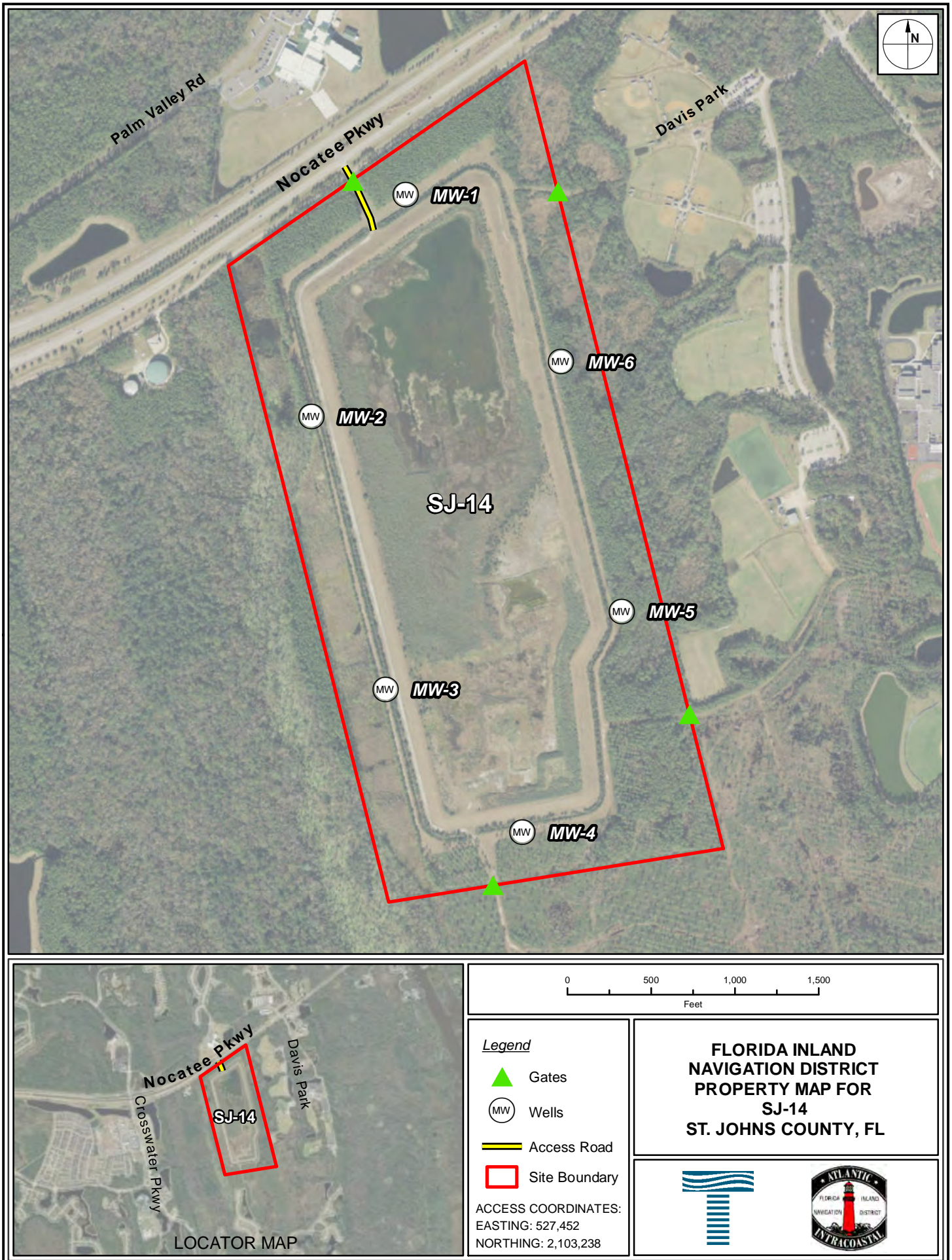
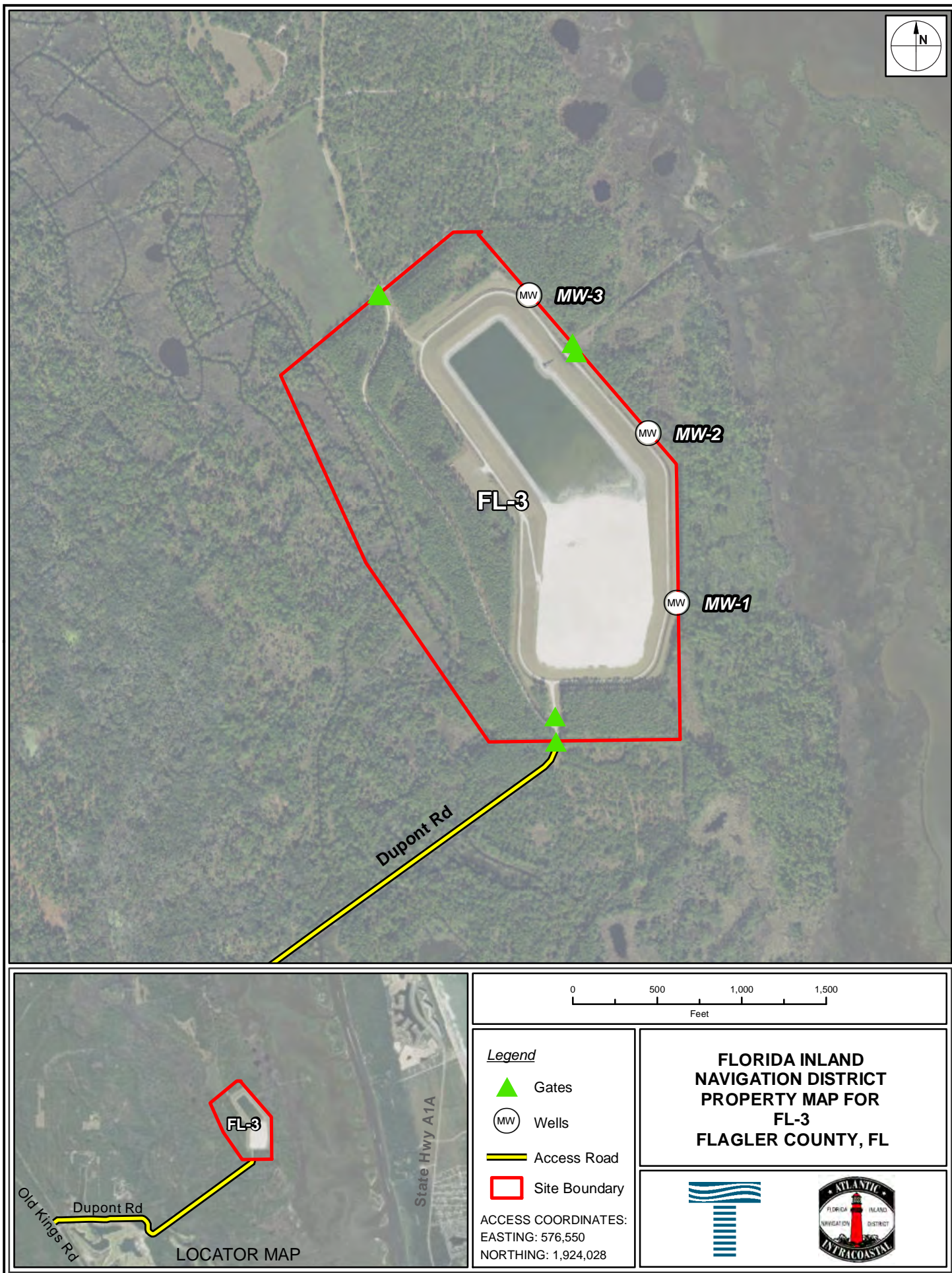


FIG. 7



ATTACHMENT C

BID SUBMITTAL CHECKLIST

**FLORIDA INLAND NAVIGATION DISTRICT
NASSAU, DUVAL, ST. JOHNS, & FLAGLER COUNTY
GROUNDWATER MONITORING PROJECT**

BEFORE SEALING YOUR BID MAKE SURE THE FOLLOWING ARE INCLUDED

- ☐ 1. Bid Submittal Form
- ☐ 2. Bidder's Qualification Statement
- ☐ 3. References
- ☐ 4. Proof of "E-Verify" Registration

BID SUBMITTAL FORM

**FLORIDA INLAND NAVIGATION DISTRICT
NASSAU, DUVAL, ST. JOHNS, & FLAGLER COUNTY
GROUNDWATER MONITORING PROJECT**

Bids are to be made on a total cost basis and shall include all costs necessary to complete ONE sampling event of the thirty four (34) wells across the seven (7) sites in the specification. There will be one award of this contract to the lowest qualified bidder.

THE UNDERSIGNED BIDDER, having familiarized himself with the specifications in the Invitation to Bid, and all the laws, regulations, and other factors affecting the performance of the work, and having satisfied himself of the expense and difficulties attended in the performance of a contract hereby accepts all terms and conditions as stated herein and, if awarded, shall enter into a contract to perform for the following price.

TOTAL PROJECT COST FOR ONE SAMPLING EVENT: \$ _____

Are all items from the Bid Submittal Checklist included with this package? Yes____ No____

Bidder understands that the District reserves the right to reject all Bids and to waive any informality in bidding. The District also reserves the right to not award a contract based on its discretion. The Bidder agrees that this bid shall be good for a period of sixty (60) calendar days after the scheduled closing time for receiving bids, prior to award.

Bidder (Company)_____ Signature_____

BIDDER'S QUALIFICATIONS STATEMENT

FLORIDA INLAND NAVIGATION DISTRICT

NASSAU, DUVAL, ST. JOHNS, & FLAGLER COUNTY

GROUNDWATER MONITORING PROJECT

BIDDER shall furnish the following information. All questions to be answered in full, without exception. If copies of other documents will provide the appropriate answer to the question, they must be attached and clearly labeled. Failure to comply with this requirement shall render the Bid as non-responsive and may cause its rejection. Additional sheets shall be attached as required.

1. BIDDER'S Name, Principal Address, Phone Number, Fax Number and Email Address:

2. Number of years as a Contractor in this type of work: _____

3. What is the last project of this nature that you have completed?

4. Have you ever failed to complete work awarded to you? If so, when, where and why?

5. Have you personally inspected the Scope of Work for the PROJECT and understand all that it entails?

8. What equipment will you purchase for the proposed PROJECT?

9. What equipment will you rent for the PROJECT?

10. Has the Bidder refused to enter into a contract after an award has been made, failed to complete a contract during the past 5 years, or been declared to be in default in any contract for the last five (5) years? If yes, please explain below.

11. Is the Bidder currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity? If yes, specify in detail the circumstances and prospects for resolution.

The BIDDER acknowledges and understands that the information contained in response to this Qualification's Statement shall be relied upon by the DISTRICT in awarding the contract and such information is warranted by the BIDDER to be true. The discovery of any omission or misstatement that materially affects the BIDDER'S qualifications to perform under the contract shall cause the DISTRICT to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

By: _____
(Signature)

Date: _____

REFERENCES

**FLORIDA INLAND NAVIGATION DISTRICT
NASSAU, DUVAL, ST. JOHNS, & FLAGLER COUNTY
GROUNDWATER MONITORING PROJECT**

This information will be used in the evaluation of this bid.

List a minimum of three (3) references to show experience in similar work, to include nature and scope of work, which demonstrates expertise in providing the services as stated herein. Provide scope of work, contact name, addresses, telephone numbers and dates of service. Please Print or Type. Use additional sheets if necessary.

Reference #1

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

Reference #2

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

Reference #3

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

Reference #4

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

Reference #5

Name of Firm:	Address:
Description of Services Provided:	
Cost of Service: \$	Date of Service:
Contact Person:	Office Phone:
Title:	Cell Phone:
Email:	FAX:

E-VERIFY REGISTRATION
FLORIDA INLAND NAVIGATION DISTRICT
NASSAU, DUVAL, ST. JOHNS, & FLAGLER COUNTY
GROUNDWATER MONITORING PROJECT

As of January 1, 2021, the Senate Bill 664 (Chapter 2020-150, Laws of Florida) mandates the use of E-Verify by both public and private employers.

This means that the DISTRICT may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

TO BE ELEGIBLE FOR THIS PROJECT, BIDDER MUST REGISTER WITH E-VERIFY AND PROVIDE PROOF OF REGISTRATION WITH THIS APPLICATION PACKAGE.

To register, please visit: www.e-verify.gov

If BIDDER plans to use a subcontractor for the PROJECT, the subcontractor will be required to provide the DISTRICT with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien.