SECTION II – SCOPE OF SERVICES (REV001)

1. SCOPE OF SERVICES

The Public Works Department of the Tribe is requesting proposals from qualified contractors to provide Street Lighting and Maintenance Services at some or all of the Seminole Tribe of Florida reservations and trust land, as determined by the Tribe. Work is to be done in accordance with the subsequent agreement documents, and the documents shown in the table below:

Attachment	Description
A	Sample Agreement
B	Cut Sheets

2. QUALIFICATIONS

Proposals shall be considered only from contractors normally engaged in performing the type of work specified in this solicitation. Contractors must have adequate organizational resources, facilities, equipment, and personnel to ensure prompt and efficient service to the Tribe.

At a minimum, qualifying proposals shall demonstrate that the contractor possesses the qualifications necessary to provide high quality services. To ensure contractor is capable of providing an acceptable level of service to the Tribe, contractor must meet the following minimum qualifications:

- Be the prime contractor and will not subcontract out any work or partner with another firm unless explicitly authorized in the Statement of Work.
    - The Tribe must approve in advance any subcontractors related to this work. Contractors must clearly disclose in their proposals any known or expected use of subcontractors. Failure to make such disclosure at the time of bid may result in rejection of the subcontractor and the resulting contract. The Tribe reserves the right to reject any subcontractors which, in the Tribe's sole opinion, are unfit to work on this project.
- Hold a General Contractor license. The prime contractor and all subcontractors shall meet licensure requirements to perform work in the State of Florida.
- Have a minimum of ten (10) years of experience in providing similar services.
- Have the listed current personnel and maintain a fully equipped organization capable, technically, and financially, of performing the work required, and has performed similar work in a satisfactory manner.
- Carry and maintain adequate insurance consistent with the requirements listed in this solicitation.
- Meet any other requirements outlined in this solicitation or in the subsequent contract documents.

3. BONDING (NOT APPLICABLE)

4. RESOURCE PROTECTION

Any suspected archeological or historical material shall be incorporated into the deliverables for this work. Upon the discovery of suspected archeological or historical material, the awarded vendor shall ensure that all work ceases in the vicinity of such material and immediately notify the Tribe's project manager.

The project area may contain habitat used by the endangered Florida panther (*Puma concolor coryi*), Audubon's crested caracara (*Polyborus plancus audubonii*), gopher tortoise (*Gopherus polyphemus*), wood stork (*Mycteria americana*), Eastern indigo snake (*Drymarchon corais couperii*) and the Florida black bear (*Ursa americanus floridanus*). Any suspected activity of un-collared panthers will be documented using GPS and reported to the Tribe. The awarded contractor shall ensure any and all of its employees, including subcontractors, use every precaution necessary to prevent disturbing and/or harassing any wildlife encountered on the Reservations. The willful killing of any animal species while working on Reservation lands is illegal and will not be tolerated. Violations will void the contract.

The awarded contractor must demonstrate sensitivity to cultural resources, particularly as it relates to Native American tribes. Past history with the Tribe will be used as a factor for selection. Preference will be given to contractors and subcontractors with a positive past history with the Tribe.

5. PRESENTATION

Contractors who submit a response to this solicitation may be required to give a presentation or be interviewed to provide more information relevant to their response. All costs associated with the contractor's presentation/interview will be solely the responsibility of the respective contractor.

At the Tribe's discretion, the Tribe may videotape and/or audiotape any/all presentations/interviews, whether held in-person or online. This recording(s) may only be shared internally with the Tribe's key personnel and may or may not be provided to prospective contractors who attended the presentation/interview, as determined by the Tribe.

6. CONTACT PERSON

Responses to this solicitation, in addition to all questions, inquiries, and communication, must be routed through:

TO: BidSubmissions@semtribe.com
CC: Mariela Velazquez | MarielaVelazquez@semtribe.com

All questions submitted by prospective contractors will be answered via an official addendum to ensure all prospective contractors have access to the Tribe's responses.

7. ATTACHMENTS & EXHIBITS

- **ATTACHMENTS:**

Attachment	Description	Submission Instructions
A	Sample Agreement	Review information. No further action needed.
B	Cut Sheets	Review information. No further action needed.

- **EXHIBITS:**

Exhibit	Description	Submission Instructions
A	Proposal Form REV001	Review all tables and fill-in required information. Provide two (2) copies of this document, as described below: • A filled-in and signed version in PDF format • A filled-in and unsigned version in .xlsx Excel format
B	Acknowledgement of Receipt of Addenda	Complete and submit signed form ONLY if addenda has been issued. If an addendum has not been issued, this form is not required.
C	Statement of Qualifications	Complete, sign, and submit
D	Contractor Certification Regarding Debarment and Suspension	Complete, sign, and submit
E	Non-Collusion Affidavit of Prime Bidder	Complete, sign, and submit
F	Proposed Sub-Contractor List	Complete, sign, and submit. If no subcontractors are expected to be used, please note and submit
G	Bonds and Certificate of Ability to Obtain Performance Bonds	**Not Applicable**
H-1	List of Recently Completed Projects and Contract Amounts	Complete, sign, and submit
H-2	List of Past Experience with the Tribe	Complete, sign, and submit
I	List of References	Complete, sign, and submit
J	Insurance Requirements and Certificate of Insurance	Review and submit required information.

K	Firm Certification	Complete, sign, and submit
L	Drug-Free Workplace Form	Complete, sign, and submit
M	Proposed Sample Agreement Exceptions	Check the appropriate line, sign, and submit. If applicable, provide proposed exceptions or modifications. Proposed exceptions or modifications must be clearly tracked. A written explanation or rationale for each exception or proposed modification must be provided.
N	Certificate of Authority to do Business in the State of Florida – Occupational License Or other state if incorporated elsewhere	To be submitted by Contractor. Provide required information and submit. This file must be clearly labeled in Contractor's submission as *Exhibit N*.
O	Florida Department of Business and Professional Regulation - License(s), Certification(s) and/or Registration(s)	To be submitted by Contractor. Provide required information and submit. This file must be clearly labeled in Contractor's submission as *Exhibit O*.
P	W-9 Form	Fill in template or provide existing signed copy.