SECTION III – QUALIFICATIONS REQUIREMENTS

1. GENERAL QUALIFICATIONS

Proposals shall be considered only from bidders normally engaged in performing the type of work specified in this solicitation. BIDDER 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 BIDDER possesses the qualifications necessary to provide high-quality services. To ensure BIDDER is capable of providing an acceptable level of service to the TRIBE, BIDDER shall meet the following minimum qualifications:

- Be the prime contractor and will only subcontract out work or partner with another firm if explicitly authorized in writing by the TRIBE.
    - The TRIBE must approve in advance any subcontractors related to this work. Bidders 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 agreement. 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 current certified license(s) relevant to these services, as described in *Attachment C – Contractor Licensing Requirements* and the following:
    - EPA 608 Universal; and
    - Any additional appropriate and relevant licensing and certification required by the county where services are being performed.
- Have a minimum of five (5) years of experience in providing similar services.
- 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 *Attachment B – Insurance Requirements*.
- Meet any other requirements outlined in this solicitation.

2. PRE-PROPOSAL CONFERENCE (MANDATORY)

A Pre-Proposal Conference has been scheduled at each reservation for interested bidders to attend before the Proposal Due Date for this solicitation.

3.1. ATTENDANCE AND ATTENDEES:

- **BIDDER must attend the Pre-Proposal Conference for the reservation(s) they intend to bid on to be eligible for award.** Bidders are not required to attend all Pre-Proposal Conferences at all reservations unless bidding on all reservations.
- To attend the Pre-Proposal Conference(s), prospective bidders shall be required to RSVP, per the instructions below:
    - Prospective bidders must email the Contact Person(s) listed in Section IV, Paragraph 4 "Contact Person(s)" by the specified RSVP Deadline and include

the following information:
  - Reservation(s) planning to attend
  - Full name of attendee(s)
  - Email address of attendee(s)
  - Direct phone number of attendee(s)
- Prospective bidders shall assign a maximum of two (2) employees or representatives of the prime BIDDER responding to this solicitation to attend the Pre-Proposal Conference to receive credit for attendance. Subcontractors or other individuals (consultants, vendors, etc.) may not attend for the prime BIDDER.
- Prospective bidders who arrive with a number of guests which exceeds the allowed maximum number of attendees described above will be asked to select the approved number of individual(s) from their party to continue with the Pre-Proposal Conference and, if refuse to condense their party to the allowable maximum number of attendees, will be asked to leave without receiving credit for attendance.
- A grace period of ten (10) minutes will be allowed for attendees who are late. **Prospective bidders who arrive more than ten (10) minutes late shall be disqualified and shall not be permitted to sign-in and attend the Pre-Proposal Conference.**
- Attendees are required to sign-in on the Pre-Proposal Conference Sign-In Sheet at each location. Please locate the representative from the TRIBE's Purchasing Department to sign-in.

3.2. MEETING DETAILS:

The date, time, and location of the Pre-Proposal Conferences are shown in the tables below. Please note, some of the Pre-Proposal Conferences have been split into two (2) mandatory parts, unless otherwise noted by the TRIBE.

HOLLYWOOD PRE-PROPOSAL CONFERENCE	
Date:	June 11, 2024 (Part 1) & June 12, 2024 (Part 2)
Time:	9:00 AM (ET)
Location:	Start: Hollywood Headquarters Building 6300 Stirling Road Hollywood, FL 33024 Meet in Lobby, to be escorted to a designated conference room upon check-in at security. Must receive visitor's badge at front desk of Hollywood Headquarters building.
Facilitator:	William Rofrano
Notes:	Bidders **must** attend both designated days for the Pre-Proposal Conference to remain eligible.

BIG CYPRESS PRE-PROPOSAL CONFERENCE	
Date:	June 25, 2024 (Part 1) & June 26, 2024 (Part 2)
Time:	9:00 AM (ET)
Location:	Start: Frank Billie Office 31000 Josie Billie Highway Clewiston, FL 33440 Meet in 1st Floor Conference Room.
Facilitator:	Ricardo Martinez
Notes:	Bidders **must** attend both designated days for the Pre-Proposal Conference (Part 1 and Part 2) to remain eligible to bid.

BRIGHTON PRE-PROPOSAL CONFERENCE	
Date:	June 17, 2024 – Brighton June 18, 2024 – Brighton & Fort Pierce (Continuation)
Time:	June 17 Start: 9:00 AM (ET) – Brighton June 18 Start: 9:00 AM (ET) – Brighton
Location:	Start: Brighton Administration Building 650 E Harney Pond Road Okeechobee, FL 34974 Meet in Lobby.
Facilitator:	Jody Goodman
Notes:	Bidders **must** attend both designated days for the Pre-Proposal Conference to remain eligible.

FORT PIERCE PRE-PROPOSAL CONFERENCE (Continuation from Brighton)	
Date:	June 18, 2024 – Fort Pierce
Time:	2:00 PM (ET) – Fort Pierce (Continuation from 9:00 AM Brighton Pre-Bid Conference)
Location:	Start: Continue to Fort Pierce Reservation from Brighton: 3502 Minnie Tommie Howard Circle

	Fort Pierce, FL 34945 Meet in Lobby.
Facilitator:	Jody Goodman
Notes:	The Pre-Proposal Conference for Fort Pierce is not a standalone meeting. Bidders **must** attend the Pre-Proposal Conference for Brighton and continue to the Fort Pierce Reservation to remain eligible.

IMMOKALEE AND NAPLES PRE-PROPOSAL CONFERENCE	
Date:	June 20, 2024
Time:	10:30 AM (ET) – Immokalee 2:00 PM (ET) - Naples
Location:	Start: Administration Building 295 Stockage Road Immokalee, FL 34142 Meet in 3rd Floor Conference Room. To continue to Naples Reservation from Immokalee: 3539 Plover Avenue Naples, FL 34117
Facilitator:	Shannon Curl
Notes:	Bidders **must** attend both designated days for the Pre-Proposal Conference to remain eligible.

TAMPA AND LAKELAND PRE-PROPOSAL CONFERENCE	
Date:	June 21, 2024
Time:	11:00 AM (ET)
Location:	Start: 6401 Harney Road Tampa, FL 33610 Meet in Lobby. To continue to Lakeland Reservation from Tampa: Front Gate 8915 Moore Road Lakeland, FL 33809

TAMPA AND LAKELAND PRE-PROPOSAL CONFERENCE	
	Meet in Housing Trailer
Facilitator:	Charles Thompson
Notes:	Bidders **must** attend both designated days for the Pre-Proposal Conference to remain eligible.

3.3. NOTICE(S):

- **Regarding Facilitators:**
  - Prospective bidders are not permitted to contact the facilitators mentioned above, or any other employee of the TRIBE, as stated in Section IV, Paragraph 4 "Contact Person."
- **Regarding Locations:**
  - Attendees shall respect common parking etiquette and shall not double-park, block another vehicle, block the road, or park on the grass, curb, or other unmarked spaces.
  - A shuttle will NOT be available for prospective bidders to board.
  - Hollywood:
    - Due to limited parking, prospective bidders are encouraged to arrive early to secure parking. There are a limited number of spots available within the Hollywood Headquarters gate for visitors and surrounding the horseshoe outside of the gate.

3.4. QUESTIONS:

- Bidders may ask questions during the Pre-Proposal Conference. These questions may or may not be answered during the Pre-Proposal Conference, as decided by the TRIBE. For questions which were not answered during the Pre-Proposal Conference, the answers may be shared with prospective bidders via an official addendum.
- Questions outside of the Pre-Proposal Conference must be submitted to the Contact Person(s) in writing by the Deadline for Questions to receive a formal written response.

3.5. GENERAL:

- Please note, at some locations, the roof must be accessed by a ladder. A ladder may or may not be available at certain locations. Prospective bidders are encouraged to bring their own thirty-foot (30') ladder. The TRIBE may not be able to provide ladders or lift gates for prospective bidders to view the roof.
- Prospective bidders shall not access any roof until given permission to do so by the TRIBE's Project Manager. Accessing a roof without the TRIBE's permission may result in disqualification.
- At the TRIBE's discretion, the TRIBE may videotape and/or audiotape the Pre-Proposal Conference, whether held in-person or online. This recording may only be

shared internally with the TRIBE key personnel and may not be provided to prospective bidders who attended the Pre-Proposal Conference, as determined by the TRIBE.

- To protect the private phone numbers and email addresses of attendees, photos of the Pre-Proposal Conference Sign-In Sheet are not permitted. The TRIBE will redact private contact information from the Pre-Proposal Conference Sign-In Sheet and publish it via addendum.

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