

STATE OF FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
REAL ESTATE DEVELOPMENT AND MANAGEMENT
PUBLIC ANNOUNCEMENT FOR PROFESSIONAL SERVICES
CONTINUING CONTRACTS FOR
MECHANICAL/ELECTRICAL/PLUMBING ENGINEERING SERVICES
NORTHEAST FLORIDA REGION

May 21, 2010

The State of Florida, Department of Management Services (DMS) requests qualifications from engineering firms to provide Professional Services primarily in the Northeast Florida Region. These services may be used for projects anywhere in the State of Florida, however, it is anticipated that the firms selected during this process will be activated for projects in the Northeast part of the State. The Northeast Region is defined as all counties north of and including Levy, Marion and Volusia and east of Taylor and Madison Counties. A minimum of two (2) firms for the Northeast Florida Region may be selected under this Continuing Contract and will be responsible for assigned projects having estimated construction costs, planning or study fees not exceeding the threshold amounts of \$2,000,000.00 (construction) and \$200,000.00 (Planning or Study fees) respectively, provided for in Section 287.055, Florida Statutes. This contract will be for an initial period of two (2) years with an option to renew for an additional two-year period.

QUALIFICATIONS SELECTION CRITERIA: Firms must be properly licensed in the State of Florida at the time of submittal. Representative samples of related work may be submitted in a separate binder. Firms are advised that plans and specifications for Architect Engineer (AE) projects may be reused. Selections will be made in accordance with Chapter 287.055, F.S.

INTERVIEWS: The Selection Committee will conduct interviews with and may require public presentation by no fewer than three (3) firms regarding their qualifications, approach to the project, and

ability to furnish the required services. Selection of finalists for interview will be made on the basis of professional services qualifications including, relevant experience, and ability of professional personnel, location, recent, current and projected workloads of the firms, Florida licensed staff, volume of DMS and other State Agency work. The list of firms selected for interview by the Selection Committee will be posted on this Web site. Each invitee will be notified by fax/email of the date and time of its interview/presentation. All interviews will be held at the following address: Department of Management Services, Division of Real Estate Development and Management, 921 N. Davis Street, Building C, Jacksonville, Florida.

INSTRUCTIONS

Firms interested in being considered for this project **must** submit four (4) printed copies of their submittal with a table of contents and tabbed sections in the following order:

1. A Letter of interest detailing the firm's qualifications, related experience, the firm's abilities to do the work, and to meet the above referenced selection criteria.
2. Professional Qualifications Supplement (PQS). *Specify number of all licensed Florida principals and technical staff (exclude CADD staff without related degrees) within the office address listed in Item 2, whether or not you have DMS or Agency State Work. (This form may be obtained from the DMS Web Site).*
3. A copy of the firm's current Florida Department of Business and Professional Regulation License.
4. For Corporations only: If the firm offering services is a corporation, it must be properly registered with the Florida Department of State to practice their profession in Florida and must provide a copy of the firm's current Florida Corporate Registration.
5. Completed Federal GSA Standard Form 330 **(This Form may be downloaded at <http://www.gsa.gov/>)**

SPECIAL NOTE FOR INTERESTED FIRMS: For your information only, you may download the Professional Services Evaluation Form for selection criteria. **(This form may be obtained from the DMS Web Site).**

RESPONSE DUE DATE: Responses must be received by the Department, in accordance with the document delivery instructions below on, or before Thursday, June 24, 2010 by 4:00 p.m. Eastern Standard Time.

Shortlist Date: Thursday, July 1, 2010

Interview Date: Thursday, July 29, 2010

Project Manager: Jere Lahey, 904-359-6093.

DOCUMENT DELIEVERY: Responses are to be submitted to:

Ruth Hart, Administrative Assistant
Real Estate Development and Management
Department of Management Services
921 N. Davis Street, Building "C" (no suite number required)
Jacksonville, Florida 32209

The time/date stamp/clock in the Department shall serve as the official authority to determine timeliness of the responses. Responses, which for any reason are not timely received, will not be considered. Late responses will be declared non-responsive and will not be further evaluated. Unsealed and/or unsigned responses received by telegram, facsimile transmission or other similar means are not acceptable, and will be declared non-responsive and will not be further evaluated. Submittals that do not comply with the requirements or instructions of this solicitation document will be declared non-responsive and will not be further evaluated.

DISABILITY ACCESS: Pursuant to the provisions of the Americans with Disabilities Act according to 286.26 F.S., any person requiring special accommodations to participate in this meeting is asked to advise the agency at least 48 hours before the meeting by contacting Jere Lahey, 904-359-6093. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

AWARD POSTING: Official notice of final selection results will be by electronic posting on this website. Failure to file a protest within the time prescribed in Section 120.57(3), F.S., shall constitute a waiver of proceedings under Chapter 120 F.S.