

REQUEST FOR PROPOSALS
Artificial Reef Design, Placement, and Monitoring Services

Notice is hereby given that the Board of County Commissioners of Santa Rosa County, located in Northwest Florida on the Gulf of Mexico, is calling for and requesting proposals from artificial reef providers to configure an artificial reef system for placement in the Escambia East Large Area Artificial Reef Site. In addition to designing the reef in accordance with the specifications as listed below, this project will also include: providing the artificial reef material, loading and transportation of the material to the site, deploying, and placing the material. This project is funded through a grant received from the U.S. Fish and Wildlife Service (Federal Aid in Sportfish Restoration), and the Florida Fish and Wildlife Conservation Commission (Division of Marine Fisheries Artificial Reef Program).

Scope of Services

The following are the minimum services required. The County may require other services not included here, and the contractor's flexibility in providing other services will be a factor in the selection process.

- At least 300 tons of pre-cast concrete material or at least 55 concrete prefabricated units, or a number of units that will provide for 12 patch reefs.
- Loading and transportation of the above materials to the reef site.
- Deployment and material placement of the above materials on the reef site within 24 hours of the loading time, transportation for the County's managers to be present at deployment.
- Effective and reliable communications shall exist at all times between the transport vessel, and the designated COUNTY observer on site.
- Deployment operations will only be initiated when sea height in the operations area is no greater than two to four feet as forecast by the nearest NOAA weather office.
- The COUNTY'S observer reserves the right to suspend off-loading operations if positioning and other deployment objectives, including safety of personnel and equipment, are not being met.
- All special and standard manatee protection requirements described in the Army Corps of Engineers Permit for this reef site must be complied with.
- Any additional services that the firm may feel will benefit Santa Rosa County over and above the listed minimum specifications.
- The reef must be fully deployed by June 30, 2005.

SELECTION PROCEDURES. The proposal will be awarded to the best value and most responsive according to the criteria below.

- 1) In cases where CONTRACTORS submit proposals that are determined by the County to contain equal or very nearly equal terms, the County shall have no obligation except to select the proposal which they consider best suited for the needs of the program.

- 2) The County shall reserve the right to reject any and all proposals which fail to respond to any of the categories listed in the proposal or which fail to meet the other mandatory requirements or Contractual requirements stated in the proposal.
- 3) The County shall reserve the right to waive minor irregularities in proposals, providing such action is in the best interest of the County. Minor irregularities are defined as those that have no adverse effect on the County's interest, and shall not affect the outcome of the selection process by giving any one Contractor an advantage or benefit not enjoyed by other Contractors. The County shall reserve the right to reject all proposals.

Artificial Reef Material Specifications:

- 4) Proposers must include a concise itemized description of the type of material being submitted. Description should include the number, size, weight, pictures (if possible), literature (if appropriate), and include but not be limited to:
 - a. *Detailed description and inventory of material.* Describe the material composition. Secondary use material must be clean, with no exposed rebar. Provide an itemized list and dimensions of each category of material type to be deployed.
 - b. *Surface area.* Identify the outside (external) surface area of each material type to be deployed, and the combined average total top outside surface area for each patch reef. Show your calculations.
 - c. *Footprint.* Identify the footprint of each module and the total of all modules to be deployed. Show your calculations.
 - d. *Height.* Identify the minimum and maximum height of each type of material to be deployed, and the maximum anticipated relief (if units are to be stacked).
 - e. *Volume.* Identify the volume (space) each type of material to be deployed (note, this is not the volume of concrete used, but the volume of space created by the module). Show your calculations.
 - f. *Weight per unit.* Identify the weight of each unit of material, or average weight per unit if there is variability between units, and the total weight of the total proposed project.
 - g. *Total weight per patch reef.* Identify the total combined weight.
 - h. *Microhabitat diversity.* Discuss the patch reef design, and microhabitat diversity.
 - i. *Stability/durability.* Demonstrate stability and durability of the concrete type.

- j. *Tendency to subside.* Demonstrate the tendency of each material unit to subside.

Minimum Material Standards:

- 5) Materials proposed must consist of clean concrete: designed artificial reef modules. The concrete material can include integrated clean steel of ¼ inch thickness or greater. No proposals constructed of materials other than materials listed above will be considered.
- 6) Any artificial reef material proposed must either through prior use or engineering stability analysis have demonstrated resistance to movement in a 20 year return interval storm event at a depth of 90 feet. Additionally, the material must have demonstrated a resistance to breaking up in a similar intensity storm event. Proposals that do not meet these stability criteria will not be considered.

Firm Qualifications:

- 7) Proposers must provide proof of the following minimum qualifications at the time of submitting a proposal:
 - a. Must be on file with the Department of State in accordance with provision of Chapter 607, Florida Statutes (check the State of Florida Secretary of State website);
 - b. Must not be on the federal debarment list;
 - c. Must not be in the state debarment list;
 - d. Must show they are competent in artificial reef construction and have the necessary resources to fulfill the conditions of the contract;
 - e. Must provide proof of insurance (in accordance with County liability requirements);
- 8) Describe the resources available to successfully complete deployment of all twelve patch reefs. This information will include but not be limited to:
 - a. Source of procurement of the material;
 - b. The availability of the material including a production schedule if not currently in stock;
 - c. The staging area where the units will be kept and made available for inspection prior to deployment;
 - d. The specifications (load capacity, vessel type, etc.) of the vessel/barge, and crane, and other equipment that will deploy the material, and the port(s) they will be operating from;
 - e. The specification (load capacity, vessel type, etc.) of the tugboat and/or other support vessels that will deploy the material, and the port(s) they will be operating from.
- 9) Describe the step-by-step tasks of procuring, loading, moving, transporting, handling and deploying the selected materials through the time the material is placed on the bottom. Describe how the material will be in compliance with Coast Guard standards to allow for its safe transport to the reef construction site. Describe the proposed anchoring system and the proposed method to deploy the material. Describe any coordination required with SUBCONTRACTORS.

- 10)** Provide the total number of estimated days at sea and associated vessel loading days that will be required to complete the project prior to June 30th, 2005. Provide the number of estimated days required to manufacture the material (if not already manufactured); and a schedule factoring in weather, availability of equipment, materials and other commitments commencing from the anticipated date of Contract execution to estimated completion of the operation.
- 11)** Describe your qualifications to demonstrate your ability to implement and administer the project. The CONTRACTOR must provide the following information:
- a. Minimum of three reference names, addresses and phone numbers of clients for whom they have performed similar artificial reef projects;
 - b. Number of years of involvement in artificial reef construction projects and the number of artificial reef construction projects successfully completed.

Statement of Fees:

Proposals should be itemized in their statement of fees. Any expected expenditure should be included in your fee. NO ADDITIONAL charges will be reimbursed. Provide a detailed outline of your pricing for:

- Artificial Reef Material Cost (cost per unit)
- Loading and Transportation (over land)
- Deployment and Material Placement (offshore)

Questions concerning this project or requests for copies of the detailed scope of services included in the grant contract should be directed to Lydia McConnell at (850) 983-1827 or by email at lydiam@co.santa-rosa.fl.us. This scope outlines the precise location of the reef, along with other specifications for loading, transportation, deployment, and material placement. Each of these specifications must be met by the chosen subcontractor, per Santa Rosa County's contract with the State of Florida.

Application Requirements

All proposals must be in writing and delivered by hand, Fed Ex, or mail to the Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida, 32570; and must be received by 10:00 a.m., March 8, 2005, at which time proposals will be opened and read aloud. All proposals shall be sealed and clearly labeled "**RFP – ARTIFICIAL REEF.**" *Provide twelve (12) copies of the proposal.* Proposals received after the time set for opening will be rejected and returned unopened to the submitter. All interested parties are invited to attend.

All applicants should submit detailed proposals outlining the background, qualifications and experience of their firm, including a detailed summary of their experience in this type of work. If oral presentations are deemed necessary, the County will notify short listed firms following the proposal deadline.

The Board of County Commissioners reserves the right to waive irregularities in proposals, to reject any or all proposals with or without cause, and to award the proposal that it determines to be in the best interest of Santa Rosa County.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or provision of service.

By order of the Board of County Commissioners of Santa Rosa County, Florida.

LEGAL NOTICE

One issue – February 5, 2005 – Press Gazette, February 10, 2005 Navarre Press

Bill and Proof to Santa Rosa County Procurement Department, Attention: Orrin L. Smith, 6495 Caroline Street, Suite G, Milton, Florida 32570.

February 5, 2005

MEMORANDUM

TO: Company Addressed

FROM: Santa Rosa County

SUBJECT: Artificial Reef Design, Placement, and Monitoring Services

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