



FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION
1875 ORANGE AVE E
TALLAHASSEE, FL 32311-6160
(850) 488-6551

INVITATION TO BID

FWC 25/26-105C

WATERMELON POND WEA POLE BARN IN ALACHUA COUNTY

PURPOSE

The purpose of this Invitation to Bid (ITB) is to obtain competitive pricing for the provision, installation, and erection of a pre-manufactured 5-bay pole barn, with concrete slab, on site at Watermelon Pond WEA in accordance with all plans and specifications, in accordance with the contract documents and Chapter 255 of the Florida Statutes.

All work performed on this project shall be done in accordance with all the Contract Documents referenced, attached to the MyFloridaMarketPlace Vendor Information Portal (MFMP VIP) advertisement, and contained herein, including those documents received as a result of the submission of the Confidentiality Exemption Form (Attachment A). **See Exhibit 2 in the Terms and Conditions for pricing breakdown.**

Documents may include but are not limited to:

- Any Modifications
- Agreement (Exhibit 1 in the Terms & Conditions)
- Addenda
- Terms and Conditions
- Invitation to Bid
- Drawings and Specifications
- Permits

Please Note: The terms "Contract" and "Agreement" are used interchangeably in the document.

TECHNICAL SPECIFICATIONS AND CONSTRUCTION PLANS

To access the technical specifications and construction plans:

Email a completed **Confidentiality Exemption Form (Attachment A)** to elbert.orellana@myfwc.com to receive an electronic copy of construction plans and all other associated documents.

CALENDAR OF EVENTS

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SCHEDULE	DUE DATE	METHOD
Bid Advertised	June 22, 2026	Posted on the MFMP VIP: https://vendor.myfloridamarketplace.com
MANDATORY Pre-Bid Conference	June 29, 2026 @ 11:00 AM ET	See Pre-Bid Conference Clause
Deadline for Questions	Must be received PRIOR to: July 7, 2026 @ 5:00 PM ET	See Solicitation Questions clause
Anticipated date for Responses to Written Questions	July 14, 2026	Posted on the MFMP VIP: https://vendor.myfloridamarketplace.com
SEALED BIDS DUE (REMEMBER: Bid number should be clearly marked on envelope)	Must be received PRIOR to: July 21, 2026 @ 4:00 PM ET	Mailing Address & Public Opening Location: Florida Fish & Wildlife Conservation Commission Attn: Purchasing 1875 Orange Ave. E., Tallahassee, Florida 32311-6160 Submissions are due BEFORE the date and time of the public opening.
Public Bid Opening	July 21, 2026 @ 4:00 PM ET	Public Opening Options for Attendance: -In Person- 1875 Orange Ave. E., Tallahassee, FL 32311-6160 -Teleconference- <u>Conference call phone number:</u> 1.888.585.9008 <u>Conference room number:</u> 218-721-199
Anticipated Date of Intended Award	July 28, 2026	Posted on the MFMP VIP: https://vendor.myfloridamarketplace.com

SOLICITATION DETAILS AND REQUIREMENTS

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PROCUREMENT MANAGER

Elbert Orellana (elbert.orellana@myfwc.com)

DIVERSITY

The Commission is committed to supporting Florida's diverse business industry and population through ensuring participation by minority, women, and veteran-owned business enterprises in the economic life of the state. The [State of Florida Mentor Protégé Program](#) connects minority, women, and veteran-owned business enterprises with private corporations for business development mentoring. We strongly encourage contractors doing business with the State of Florida to consider this initiative. For more information on the Mentor Protégé Program, please contact the Office of Supplier Development at (850) 487-0915 or osdinfo@dms.myflorida.com.

The Commission encourages diversity in its procurement program and requests that all subcontracting opportunities afforded by this solicitation enthusiastically embrace diversity. The award of subcontracts should reflect the vast array of citizens in the State of Florida. Bidders can visit the [Office of Supplier Development website](#) for information on certified business enterprises that may be considered for subcontracting opportunities.

SPECIAL ACCOMMODATIONS

Any person with a disability requiring special accommodations at the pre-solicitation conference and/or bid/proposal opening shall contact purchasing at the phone number above at least five (5) working days prior to the event. If you are hearing or speech impaired, please contact this office by using the Florida Relay Services which can be reached at 1 (800) 955-8771 (TDD).

MANDATORY PRE-BID CONFERENCE/SITE VISIT

A **mandatory pre-bid conference/site visit** will be held at the date and time specified in the **Calendar of Events**. The purpose of the pre-bid conference/site visit is to discuss the contents of this bid and to accept verbal questions from contractors concerning the project.

Vendors must attend this pre-bid conference/site visit as a requirement of bid responsiveness. Failure to attend the entire conference meeting, from the time it is called to order to the time it is adjourned, shall disqualify a potential respondent.

This will be the only opportunity to visit the proposed construction site during the solicitation advertisement period. Contractors are encouraged to bring any and all subcontractors needed to ensure an accurate bid and eliminate the need for additional site visits during the solicitation advertisement period.

Small unmanned aircraft system (sUAS/drone) use at the proposed project site is not allowed at any time during this solicitation.

LOCATION:

Watermelon Pond WEA is located in Southwest Alachua County, Florida. Access is by way of SW 250th St., off SW 46th Avenue approximately five miles South of Newberry, FL. Access to the project location is via coded gate on SW 250th St, approximately 1 mile South of the main entrance located at 7910 SW 250th St. In Newberry, FL. (29.563439°, -82.610835°, figure 1) for figures please email Elbert Orellana at elbert.orellana@myfwc.com for a copy of all figures and scope of work with a completed confidentiality exemption form found on the invitation to bid.

Any questions from Bidders concerning this project that require the Commission to provide an official answer must be submitted in writing to the [Procurement Manager](#). This includes specification inquiries,

such as questions or requests for additional or altered terms and conditions. Questions to the Procurement Manager shall not constitute formal protest of the specifications or of the solicitation. Questions must be received no later than the date and time specified in the Calendar of Events. Questions may be sent via email with the solicitation number in the subject line. It is the responsibility of the bidder to confirm receipt of questions, if needed.

If questions are received, an addendum will be issued and shall be posted on the MFMP Vendor Information Portal (<https://vendor.myfloridamarketplace.com>).

LIMITATION ON BIDDER CONTACT DURING SOLICITATION PERIOD

Bidders to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, (Note the 72-hour posting period excludes Saturdays, Sundays, and state holidays) any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the Procurement Manager or as provided in the Contract documents. Violation of this provision may be grounds for rejecting a response.

BIDDER SPECIFICATION CHALLENGE

Any protest concerning the specifications of this solicitation shall be made in accordance with PUR1001, paragraph 20, "Protests". A notice of protest of the solicitation documents shall be made within seventy-two hours after the posting of the solicitation. Failure to file a protest within the time prescribed in Section 120.57(3)(b), F.S., shall constitute a waiver of proceedings under Chapter 120, F.S.

BIDS DUE

Bids for this project are due by the date and time specified in the Calendar of Events. **BIDS RECEIVED AFTER DATE AND TIME SPECIFIED WILL BE REJECTED.**

SUBMISSION INSTRUCTIONS

All bids shall be submitted in a **SEALED ENVELOPE** addressed to the Florida Fish and Wildlife Conservation Commission, 1875 Orange Ave E, Tallahassee, Florida 32311-6160. Digital submissions shall be deemed non-responsive and not accepted.

The envelope shall be plainly marked on the outside with:

- Solicitation Number
- Date and Time of the Solicitation Opening.

THE COMMISSION IS NOT RESPONSIBLE FOR THE OPENING OF ANY ENVELOPES THAT ARE NOT PROPERLY MARKED.

PLEASE NOTE: The Commission's official business hours of operation are 8:00 AM–5:00 PM ET, exclusive of Saturdays, Sundays, and state holidays. Selecting delivery services, such as next day first delivery, may result in attempted delivery prior to opening or closing, and the Commission will not be available to accept those deliveries. **THE COMMISSION IS NOT RESPONSIBLE FOR LATE SUBMISSIONS DUE TO COMPLICATIONS RELATED TO SELECTED DELIVERY SERVICES.**

OPENING LOCATION

See the Calendar of Events.

CONFIDENTIALITY/PUBLIC RECORDS LAW

Bidders are cautioned that Florida law generously defines what constitutes a public record and grants broad rights of public access to those records; see, for example, section 119.07 of the Florida Statutes. If a Bidder believes that its response contains information that is confidential or exempt from disclosure under Florida Law, the Bidder shall clearly segregate and mark that information (for example, stamp each page "Confidential" and place it in an envelope marked "Confidential") and briefly describe in writing the grounds and specific legal citations for claiming exemption from the public records law. If after the notice of intended decision or 30 days after bid opening, whichever is earlier, the Commission receives a public record request related to the solicitation, the Commission will provide copies of public records that are not exempt to the requester. The Commission will endeavor to provide notice to the Bidder of all public records requests received related to documents provided by the Bidder that were marked pursuant to this paragraph. In no event shall the Bidder hold the Commission or any of its employees or agents liable for disclosing, or otherwise failing to protect the confidentiality of, information submitted in response to this solicitation.

ATTACHMENT A

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CONFIDENTIALITY EXEMPTION FORM

I acknowledge that the information I am requesting is exempt from public disclosure pursuant to §119.071(3)(b), Florida Statutes (F.S.). I further acknowledge that all officers, employees, servants, and agents of _____ (BUSINESS NAME) shall maintain the exempt status of the requested information as required by §119.071(3)(b)4, F.S. In the event that _____ (BUSINESS NAME) anticipates subcontracting any part, or all of the work, to any third party, and as such a potential subcontractor requests to see the exempt material, _____ (BUS. NAME) shall require the subcontractor to acknowledge the exemption and provide written assurance that all officers, employees, servants, and agents of the subcontractor will maintain the exempt status of the information as well.

Contractor: _____

Name (Print): _____

Address: _____

Title _____

City, State, Zip: _____

Telephone: _____

Fax: _____

Signature: _____