

TABLE OF CONTENTS

INSTRUCTIONS TO RESPONDENTS	- 5 -
1. INTRODUCTION	- 5 -
2. DEFINITIONS	- 5 -
3. CONTRACT ADMINISTRATION & CONE OF SILENCE.....	- 5 -
4. WHERE TO DELIVER SUBMITTAL.....	- 5 -
5. OPENING OF QUALIFICATIONS SUBMITTALS	- 6 -
6. PREPARATION AND ORGANIZATION OF THE SUBMITTAL	- 6 -
7. INQUIRIES AND ADDENDA	- 10 -
8. ESTIMATED BUDGET	- 10 -
9. MINIMUM QUALIFICATIONS	- 10 -
10. SIGNATURE AND CERTIFICATION REQUIREMENTS	- 11 -
11. DISQUALIFICATION OF RESPONDENTS	- 11 -
12. REJECTION OF QUALIFICATIONS SUBMITTAL.....	- 12 -
13. EXAMINATION OF CONTRACT DOCUMENTS AND WORK AREA.....	- 12 -
14. PUBLIC ENTITY CRIMES/DISCRIMINATORY VENDORS	- 12 -
15. PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING	- 13 -
16. FLORIDA SALES TAX	- 13 -
17. EVALUATION CRITERIA.....	- 14 -
18. EVALUATION AND AWARD PROCEDURES.....	- 15 -
19. WITHDRAWAL OF SUBMITTAL	- 16 -
20. EXECUTION OF AGREEMENT.....	- 16 -
21. NOTICES AND SERVICES THEREOF	- 17 -
22. PROTEST PROCEDURES	- 17 -
FORMS.....	- 19 -
QUALIFICATIONS SUBMITTAL ACKNOWLEDGEMENT FORM.....	- 19 -
PROPOSED SUBCONSULTANTS	- 20 -
AFFIDAVIT AS TO NON-COLLUSION AND CERTIFICATION OF MATERIAL CONFORMANCE WITH SPECIFICATIONS	- 22 -
QUALIFICATIONS — GENERAL	- 23 -
QUALIFICATIONS — SIMILAR PROJECTS FORM	- 24 -
QUALIFICATIONS — CLIENT REFERENCES.....	- 27 -
DRUG-FREE WORKPLACE FORM.....	- 29 -
NO RESPONSE FORM	- 30 -
DRAFT AGREEMENT	- 31 -
ATTACHMENT A — STATEMENT OF WORK.....	- 50 -
ATTACHMENT B — INSURANCE REQUIREMENTS	- 58 -
ATTACHMENT C — DISTRICT SUPPLEMENTAL INSTRUCTIONS (SAMPLE).....	- 59 -
ATTACHMENT D — COMMON CARRIER OR CONTRACTED CARRIER.....	- 60 -
ATTACHMENT E — CONTRACT PAYMENT REQUIREMENTS.....	- 61 -
ATTACHMENT F — HUMAN TRAFFICKING ATTESTATION.....	- 62 -