

Digital Submittals can be mailed or hand-delivered in a sealed envelope. For digital Submittals, Respondents must clearly label the Submittal envelope with **large bold, and/or colored lettering (place label on inner envelope if double sealed)** as follows:

SEALED SUBMITTAL — DO NOT OPEN	
Respondent's Name: _____	
Request for Qualifications:	
Opening Time: 2:00 P.M.	
Opening Date: July 28, 2025	
<p>Kendall Siemiatkoski, Contracts Manager          Attn: Office of Financial Services          St. Johns River Water Management District          4049 Reid St.          Palatka, FL 32177-2571</p>	

DO NOT SUBMIT YOUR SUBMITTAL BY EMAIL — THIS WILL RESULT IN THE RESPONSE BEING REJECTED AS NONRESPONSIVE.

## 5. OPENING OF QUALIFICATIONS SUBMITTALS

Respondents or their authorized agents are invited to attend the opening of the Qualifications Submittals at the following date, time, and place:

July 28, 2025, 2:00 P.M. St. Johns River Water Management District Headquarters 4049 Reid Street, Palatka, Florida 32177-2571
---

The Florida Public Records Act, §119.071(1)(b), Fla. Stat., exempts sealed submittals from inspection and copying until such time as the District provides notice of an intended decision pursuant to §120.57(3)(a), Fla. Stat., or until 30 days after opening of bids, proposals, submittals, or final replies, whichever is earlier. This exemption is not waived by the public opening of the submittals.

Unless otherwise exempt, Respondent's Submittal is a public record subject to disclosure upon expiration of the above exemption period. If any information submitted with the Submittal is a trade secret as defined in §812.081, Fla. Stat., and exempt from disclosure pursuant to §815.04, Fla. Stat., Respondent must clearly identify any such material as "CONFIDENTIAL TRADE SECRET" in its Submittal **AND** explain the basis for such exemption. The District reserves the right, in its sole judgment and discretion, to reject a Submittal for excessive or unwarranted assertion of trade secret confidentiality and return the Submittal to Respondent.

## 6. PREPARATION AND ORGANIZATION OF THE SUBMITTAL

Respondents must submit all required, fully completed forms as indicated below (reproduced copies are acceptable).

1. Respondent is encouraged to include as much pertinent data and information under each section as necessary to ensure proper evaluation of its qualifications. Each section shall be evaluated separately on its own merit.