

## Questions and Answers Procurement and Contracts

### **What projects does the South Florida Water Management District (SFWMD) have out for bid?**

A list of Current and Pending Solicitations can be viewed on our web site or call the Procurement Bureau (800) 472-5290, option 1.

### **How can I become a registered vendor with the District?**

Simply complete a Business Registration Application and return it to the SFWMD, Procurement Bureau. You will then be added to the District's Vendor Database.

### **Where do we turn in our bids/proposals?**

All bids and proposals must be submitted in a sealed package to the SFWMD, attention Procurement Bureau, B-1 Bldg., 2nd Floor West, 3301 Gun Club Rd., West Palm Beach, FL 33406. All packages must be marked with the Bid/Solicitation number, Title, and the Bidder's Name and Address. The District will NOT accept Bids/Proposals not submitted in accordance with these instructions. Calling (800) 472-5290, option 1 can make confirmation of timely receipt of bid. Bids received after the time and date specified shall not be considered and will be returned unopened.

### **How long does it take the District to award a contract?**

Bids are generally awarded within ten (10) business days from the bid opening date. Proposals can take longer (approx. 4-8 weeks) depending on the number of respondents and or any oral presentations that are required.

### **Can bids/proposals be viewed the same day they are opened?**

No, once bids are opened they become the property of the District and will not be returned. The bids become "public record" and shall be subject to disclosure consistent with Chapter 119, Florida Statutes, at the time the District posts notice of its decision or intended decision, or thirty (30) days after the bid opening, whichever is earlier.

### **How can we get results of a particular solicitation?**

Preliminary Results are posted within two (2) working days of the Bid Opening on the SFWMD's Web Site.

### **How can we find out when a project has been awarded?**

After completion of the review of the Bids/Proposals, a final tabulation (Official Notice of Intent to Award) will be posted for seventy-two (72) hours. This information will be posted under Solicitation Award Information on the District Web Site under Official Awards.

### **How can I get a "Plan holders List" for a particular project?**

You must know the solicitation number of the project you are inquiring about. Go to the Current Solicitation Calendar and click on that particular solicitation number or call (800) 472-5290, option 1 to request a fax be sent to you.

### **How can I find out the time and place of a mandatory pre-bid?**

Pre-bid dates, time, and location are available in the Current Solicitation Calendar and in the description of each project.