



**Florida Municipal Power Agency
(FMMPA)
Request for Statement of
Qualifications: Facility Rating
Services
For FMMPA Members**

**FLORIDA MUNICIPAL POWER AGENCY
Request for Statement of Qualifications**

January 19, 2012

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1. Introduction

The Florida Municipal Power Agency (“FMPA” or “Agency”) is issuing this Request for Qualifications (“RFQ”) as an invitation to qualified companies to submit statements of qualifications for providing Facility Ratings Services for its members who wish to participate.

The deadline for receipt of qualifications by FMPA is **4:00 PM (EST) Tuesday, February 28, 2012.**

2. FMPA Description

Created under Florida Law in February 1978, FMPA is a nonprofit, joint action agency formed by thirty municipal electric utilities. The thirty municipal electric systems serve approximately 2.0 million Floridians. Each member appoints one representative to FMPA’s Board of Directors, which governs the Agency’s activities. FMPA is a public agency, whose primary purpose is to develop competitive power supply projects and related services.

Due to the diverse needs of municipal electric systems, FMPA was established as a project-oriented agency. Under this structure, each member has the option to participate in a project. Members may join more than one project; however, each project is independent from the others. No revenues or funds available from one project can be used to pay the costs of another project. For further descriptions of power supply projects, please visit the FMPA website at www.fmpa.com. FMPA supplies all the power needs for 14 of its members and some of the power needs for five of its members. Some members do not currently participate in a power supply project.

3. RFQ Schedule

FMPA’s timetable for this RFQ process is shown below. The dates shown are only estimates and may be modified at any time by FMPA. FMPA reserves the right to waive any or all of the following deadlines, and may, in its sole discretion, accept RFQs received after these deadlines.

RFQ Available for Distribution	January 19, 2012
Notice of Intent Interest Form	January 31, 2012 (4:00 PM EST)
Questions	February 7, 2012 (4:00 PM EST)
Statement of Qualifications Due Date	February 28, 2012 (4:00 PM EST)
Publish Short-List/Commence Negotiation	March 13, 2012
Interview Short List	March 27, 2012
Final Recommendation to Board of Directors	April 3, 2012

4. Scope of Services

On October 7, 2010, the North American Electric Reliability Corporation (“NERC”) released an alert to industry regarding facility ratings methodology. Since there may be discrepancies between design and actual field conditions of transmission facilities, NERC is requiring entities to verify this information. The alert is recommending to entities to review their current facilities ratings methodology and verify actual field conditions versus design documentation. In an effort to support its members, FMPA has developed this RFQ on behalf of approximately five (5) members and one (1) non-member who are required to comply with NERC reliability standard FAC 008 and the October 7, 2010 NERC Alert by conducting the facility ratings analysis (together referred to hereinafter as the “FMPA Members”). This RFQ is for a qualified professional surveyor and mapper to provide services to verify, in accordance with FAC-008 and the October 7, 2010 NERC Alert, actual field conditions of the FMPA Members’ transmission lines utilizing aerial light-detection and ranging (LiDAR) technology, detailed analysis using Power Line Systems - Computer Aided Design and Drafting (PLSCadd) and issue a final report to the utility on the findings of the analysis, which shall include, among other things, precise measurements and analysis of transmission line clearances to objects, natural and artificial, within range of the transmission lines (the “Facility Ratings Services”).

5. Proposer’s Requirements

In accordance with Florida Law, FMPA is requesting **three (3)** bound copies and **one (1)** electronic copy of a Statement of Qualifications, plainly marked “Qualifications for Facility Rating Services” to be mailed, or sent by overnight delivery, or hand delivered to the attention of: Mike Siefert, FLORIDA MUNICIPAL POWER AGENCY, 8553 Commodity Circle, Orlando, Florida 32819-9002 by no later than **4:00 pm Tuesday February 28, 2012**. The Statement of Qualifications will be accepted only from professional surveyors and mappers possessing a license issued by the Florida Department of Agriculture and Consumer Services and/or the Florida Board of Professional Surveyors and Mappers, as appropriate pursuant to Florida Law. Each Statement of Qualifications shall, at a minimum, include the following:

- Name of the firm and its professional surveyor and mapper license number, or other evidence of the respondent’s ability to provide professional surveying and mapping services in accordance with Florida Law.
- Principal business addresses and telephone number.
- Florida business address and telephone number, if different.
- List of projects, with references, and telephone numbers where services similar to that requested herein were provided.
- Statement of the firm’s capability, including staffing by technical discipline.
- Resumes of principal personnel and description of their proposed involvement in FMPA’s described work.

- Approach to proposed work including utilization of staff and other resources.
- List of any other organization(s) to be utilized to provide requested services including appropriate qualifying information.
- Location of Office where majority of work will be performed and identification of the respondent's intended project manager/professional contact person and primary liaison with the Members.
- Evidence of general liability insurance, professional liability insurance including errors and omissions coverage, and workers' compensation insurance.
- Current volume of work.
- Whether the firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act.
- Website address and any other information material, which may prove helpful in the evaluation of the qualifications.

6. Right of Rejection

This RFQ is not an offer establishing any contractual rights. This solicitation is solely an invitation to submit qualifications.

FMPA reserves the right to:

- Reject any and all packages of qualifications received in response to this RFP;
- Reject any qualifications package for failure to extend validity date if requested;
- Waive any requirement in this RFQ;
- Not disclose the reason for rejecting a qualifications;
- Request clarifications from proposers at any time.

7. Interpretations and Addenda

All questions regarding interpretation of this RFQ, technical or otherwise, must be submitted in writing (via facsimile, expedited delivery, hand delivery, or US mail) or by the Internet to the following:

By Fax: Mr. Mike Siefert
(407) 355-5794

By E-Mail: mike.siefert@fmpa.com

By Mail or Courier: Mr. Mike Siefert
Member Services Manager
Florida Municipal Power Agency
8553 Commodity Circle
Orlando, Florida 32819-9002

Only written or Internet transmitted responses provided by FMPA to proposer's questions will be considered official. A verbal response by FMPA will not be considered an official response. Written responses to questions and requests for interpretations will be provided to the proposer posing the question or making the request unless the question and answer are applicable to the RFQ process in general in which case, at FMPA's discretion, the question and answer may be provided to all interested parties. All written questions must be received by FMPA on or before **Tuesday February 7, 2012 (4:00 P.M. EST)**. Inquiries after this date may not receive responses. All addenda issued in connection with this RFQ will be sent by facsimile and/or mail to all companies that submitted a Notice of Intent to Propose Form in a timely manner.

8. Errors, Modifications or Withdrawal of Qualifications

Each proposer should carefully review the information provided in the RFQ prior to submitting a response. Submittal packages may be withdrawn by giving written notice (no Internet notices) to FMPA prior to the proposed Due Date.

9. Public Records and Confidentiality

All Statement of Qualifications shall be the property of FMPA. Pursuant to Section 119.071(1)(b), Florida Statutes (2011), all sealed packages submitted to FMPA in response to this RFQ are exempt from the public records disclosure requirements of Article 1, section 24(a) of the Florida Constitution and section 119.07(1), Florida Statutes, until such time as FMPA provides notice of a decision or 30 days after proposal opening, whichever is earlier. FMPA will not disclose to third parties any information labeled "Confidential" in a proposal, unless such disclosure is required by law or by order of any court or government agency having appropriate jurisdiction.

However, FMPA reserves the right to disclose any information contained in any proposal to third parties for the sole purpose of assisting in the proposal evaluation process.

10. Disqualification of Proposals

A Statement of Qualifications may be disqualified at any point if bribery, conflict of interest, or interference in the evaluation process is determined, at FMPA's sole discretion, to be involved with the proposal.

11. Evaluation Process

FMPA, the FMPA Members shall select one (1) firm deemed to be the most highly qualified to perform the required Facility Rating Services. Beginning with the first ranked firm, FMPA, and the FMPA Members will then undertake to negotiate with that firm a contract for the Facility Rating Services at a level of compensation that FMPA and the FMPA Members determines, in its sole discretion, is fair, competitive, and reasonable. The selected firm may be required to make a presentation to FMPA (staff, FMPA Members and others) for the purpose of ranking firms. The contract for Facility Rating Services may, at the sole discretion of FMPA and its members, be a "continuing contract" as defined in Section 287.055(2) (g), Florida Statutes (2011).

12. Statement of Qualifications Requirements

FMPA will only request, accept, and consider qualifications for the compensation to be paid for the Facility Rating Services during competitive negotiations describe in the paragraph above. Qualification packages must be received by FMPA by **4:00 PM EST on Tuesday, February 28, 2012**. All packages should be sent via overnight, regular mail or hand-delivered to the name and address listed in Section 7. Proposers must provide FMPA with **three (3)** bound copies and **one (1)** electronic copy.

13. Public Entity Crimes Statement

Pursuant to Section 287.133(2) (a), Florida Statutes (2011), all proposers should be aware of the following:

"A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with a public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list."

14. Collusion

By offering a submission pursuant to this RFQ, the respondent certifies that they have not divulged discussed or compared its proposal with other proposers and has not colluded with any other proposers or parties to this qualifications package whatsoever.

15. Drug Free Workplace

Whenever two or more responses to this RFQ are identical with respect to quality, delivery, and service are received; preference shall be given to a respondent that certifies that it has implemented a drug-free work-place program by completing and executing the attached Drug Free Workplace Statement.

FLORIDA MUNICIPAL POWER AGENCY

Request For Statement of Qualifications

Notice of Intent of Interest Form

Due: January 31, 2012 (4:00 PM EST)

Date: _____

Proposer Name: _____
Title: _____
Company Name: _____
Address: _____
Telephone: _____
Fax: _____
E-Mail: _____

Respondent Qualifications: Describe similar projects developed by proposer.

(Attach additional sheets as needed)

Proposer's Signature: _____
(Duly Authorized)

Return To: Mr. Mike Siefert
Florida Municipal Power Agency
8553 Commodity Circle
Orlando, FL 32819-9002
(Fax) 407-355-5794

DRUG FREE WORKPLACE COMPLIANCE FORM

IDENTICAL TIE PROPOSALS

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more proposals, which are equal with respect to price, quality, and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, a proposal received from a business that certifies it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing the proposals will be followed if none of the ties vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

The undersigned vendor in accordance with Florida Statue 287.087 hereby certifies that _____ does:

(Name of business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance program, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual Services that are under proposal a copy of the statement specified in Subsection 1.

4. In the statement specified in Subsection 1, notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this form complies fully with the above requirements.

Vendor's Signature

DATE