

ADVERTISEMENT OF REQUEST FOR QUALIFICATIONS

**CITY OF LAKE BUTLER
LAKE BUTLER, FLORIDA
DEP 0.7 MGD SBR WWTF**

General Notice

The City of Lake Butler (Owner) will be requesting Statements of Qualifications from Construction Manager at Risk (CMAR) organizations (Proposers) for the construction of the following Project, and for related pre-construction and procurement CMAR services:

**DEP 0.7 MGD SBR WWTF
CPH PROJECT NO.: M180204.005**

Selection will be conducted in accordance with Florida Statutes § 255.103 and the Consultants' Competitive Negotiation Act (§ 287.055), based solely on demonstrated competence and qualifications. No pricing information shall be submitted with the SOQ.

Following selection, the Owner will negotiate a contract for pre-construction services, including design coordination, constructability review, cost estimating, and scheduling, in collaboration with the City's consulting engineer, CPH Consulting, LLC. Upon sufficient completion of the design documents, the Owner will negotiate a Guaranteed Maximum Price (GMP) for construction in accordance with § 255.103, F.S.

The CMAR Contract will include the following services and Work:

1. Construction of a four (4) basin Sequencing Batch Reactor (SBR) with static screens, trash trap, surge/anoxic tankage, and aerobic digester tankage.
2. Construction of one (1) Chlorine Contact Chamber and Effluent Pump Station.
3. Construction of new tertiary filters.
4. Construction of new chemical feed and storage facilities.
5. Construction of one (1) in-plant pump station.
6. Construction of one (1) sludge dewatering facility.
7. Modifications to off-site pump station.
8. Construction of one (1) electrical building and emergency generator system.
9. Construction of one (1) Operations Building with laboratory and administrative areas.
10. Installation of site yard piping and process interconnections.
11. Demolition and abandonment of existing treatment units.
12. Site grading, drainage, paving, and roadway improvements.
13. Installation of instrumentation, controls, and SCADA system integration.

Owner anticipates that the pre-construction services will begin on **January 20, 2026** with a duration of approximately **30** days. Notice to Proceed is expected on **March 3, 2026**, with Substantial Completion anticipated within **450** days and Final Completion by **June 28, 2027**.

Funding, Construction Budget, and Project Delivery Method

The project is funded through the Florida Department of Environmental Protection Wastewater Grant Agreement No. WG088, which is partly financed by federal Coronavirus State and Local Fiscal Recovery Funds (SLFRF) under the American Rescue Plan Act. Pursuant to federal requirements, all SLFRF funds must be fully expended by December 31, 2026, with the final reimbursement request submitted to FDEP by September 30, 2026.

The estimated construction budget is **\$23,000,000**. This amount is provided for general scope reference only and shall not be used as a basis for any fee or cost proposal during this qualifications-based selection process.

To ensure compliance with the SLFRF expenditure deadlines, the City of Lake Butler is utilizing the Construction Manager at Risk (CMAR) delivery method to expedite construction, assist with early procurement of materials, and coordinate closely with the Engineer during completion of final design.

Obtaining the RFQ Documents

The RFQ Documents may be downloaded from the official designated website. Project Information and RFQ Documents for the CMAR Contract can be found at the following designated website:

www.mittauer.com

The Issuing Office for RFQ Documents is:

CPH Consulting, LLC
580-1 Wells Road, Orange Park, Florida 32073

Prospective Proposers may obtain the RFQ Documents at the Issuing Office on Monday through Friday between the hours of **8:00 a.m. to 5:00 p.m.**

Prospective Proposers may examine and access the RFQ documents at the designated website or at the Issuing Office. RFQ Documents will be provided electronically as portable document format (PDF) files. Upon submitting contact information and requesting access to the RFQ Documents online or by contacting Ashley MacDonald at ashley.macdonald@cphcorp.com, the digital files will be made available for download. Neither Owner nor Engineer will be responsible for RFQ Documents, including addenda, if any, obtained from sources other than the **official designated website or the Issuing Office indicated above**.

SOQ Submission Requirements

Owner will receive sealed Statements of Qualifications (SOQs) demonstrating the Proposer's qualifications and ability to provide CMAR services and construct the Project at:

Lake Butler City Hall
Attn: Kimberly Hayes
200 SW 1st Street
Lake Butler, Florida 32054

SOQs may be mailed, courier-delivered, or hand-delivered, but must be received by the Owner no later than **2:00 p.m. local time on December 22, 2025**. Submittals received after this deadline will not be considered.

It is recommended that each Proposer submit **one (1) original** and **one (1) USB drive** containing a searchable PDF.

See Requests for Qualifications for details on preparing and submitting the Statement of Qualifications.

Public Opening of SOQs

All Statements of Qualifications received by the deadline will be publicly opened and the names of the Proposers recorded at **2:00 p.m. on December 22, 2025**, at Lake Butler City Hall. No evaluation or ranking will occur at this time. Proposers are not required to attend the public meeting.

Selection Process

Construction Manager at Risk will be selected solely on the basis of qualifications. Owner will receive Statements of Qualification and evaluate these, along with other information, to select the most highly qualified Proposer.

The Owner will select the Construction Manager at Risk (CMAR) using a **one-step, qualifications-based selection** process in accordance with § 287.055 and § 255.103, Florida Statutes. SOQs will be evaluated and ranked based on the criteria published below. The Owner will authorize contract negotiations with the highest-ranked firm. Interviews may be conducted at the Owner's discretion but are not required.

The Owner will conduct the public evaluation and ranking of the CMAR firms on **January 6, 2026 at 3:00 p.m.** at Lake Butler City Hall.

The **City Commission will hold a publicly noticed special meeting** for the purpose of CMAR selection on **January 6, 2026 at 6:00 p.m.** at Lake Butler City Hall, in accordance with §§ 287.055 and 255.103, Florida Statutes.

Selection of the Construction Manager at Risk will be made using the following selection criteria and scoring:

Satisfactory/Unsatisfactory Criteria:

Criterion	Description	Point Value
1	All addenda downloaded and acknowledged	Satisfactory/Unsatisfactory
2	Submission follows format & content requirements	Satisfactory/Unsatisfactory
3	Provides information on at least 5 similar projects completed by Proposer's team	Satisfactory/Unsatisfactory
4	Utility Contractor License	Satisfactory/Unsatisfactory
5	Debarment Status	Satisfactory/Unsatisfactory

Weighted Criteria:

Criterion	Description	Weighting Value (Points)
A	Experience and past performance of Proposer on similar CMAR and wastewater treatment projects	25
B	Experience and qualifications of proposed key personnel	25
C	Project understanding and approach to pre-construction and construction management	25
D	Capacity, workload, and subcontracting plan	10
E	Approach to providing pre-construction services (coordination with Engineer, cost estimating, value engineering)	10
F	Safety record and quality assurance / quality control (QA/QC) practices	5
Total Points		100

Contract Negotiation and Guaranteed Maximum Price (GMP) Amendment

Following completion of the qualifications-based selection process, the Owner will negotiate a contract for Pre-Construction Services with the highest-ranked CMAR firm, which will include coordination with the Owner's Engineer (CPH Consulting, LLC), constructability and value-engineering reviews, cost estimating at design milestones, and scheduling.

Upon agreed completion of the design documents, the CMAR shall submit a Guaranteed Maximum Price (GMP) Proposal establishing the total construction cost, schedule, and scope of work. The Owner, assisted by CPH Consulting, LLC, will review and negotiate the GMP in accordance with § 255.103, Florida Statutes.

Once a mutually acceptable GMP is reached, the Owner will execute a GMP Amendment to the CMAR Agreement authorizing construction under the negotiated guaranteed maximum price and completion date. If the Owner and the highest-ranked CMAR cannot reach agreement, negotiations will be terminated and initiated with the next-ranked firm per § 287.055(5)(c), Florida Statutes.

RFQ Documents

Additional information regarding the selection criteria, submittal format, and evaluation process is included in the Request for Qualifications (RFQ). Proposers should refer to the RFQ Documents for all further requirements regarding Statements of Qualifications, submittal content, evaluation procedures, and selection process.

Contact Information

For project-scope questions, contact:

- Tim Norman, P.E., CPH Consulting, LLC (tim.norman@cphcorp.com)
- Jason Shepler, P.E., CPH Consulting, LLC (jason.shepler@cphcorp.com)

This Advertisement is issued by:

Owner: **City of Lake Butler, Florida**
By: **Kimberly Hayes**
Title: **City Manager**
Date: **November 20, 2025**