

DATE: October 18, 2016
TO: Prospective Respondents
FROM: Debbie Stratton, Project Manager
SUBJECT: Addendum #1 to Invitation to Submit Offer (ITO), LRS1195, Cattle Lease,
Fly'n R Ranch, Sunnyhill North

As a result of questions/inquiries at the Mandatory Site Visit held Wednesday, October 12, 2016, the following clarifications/additional information are provided. Please make all appropriate changes to your ITO documents and respond accordingly.

1. Question: How much is the current Lessee paying per animal unit?

Clarification: *The current Lessee is paying the District a fee of \$65.00 per animal unit.*

2. Question: A revision is made to page 8, paragraph 5, "Fence and Improvements", of the "Invitation to Submit Offer."

Clarification: *The perimeter of the property is completely fenced.*

3. Question: A request was made to revise the language on page 9, in paragraph 9, of the ITO to say "make a reasonable effort" to control TSA and for the District to remove "will be required".

Clarification: *This language will not be revised. RH Davis, the Land Manager, did clarify that he uses the condition of TSA infestation at lease execution as a baseline.*

4. Question: Could the stocking rate be increased if the respondent wanted to keep only "yearlings" on the property?

Clarification: *No, the stocking rate will remain the same. A yearling will be considered an animal unit.*

5. Question: Can a mobile cabin/unit be placed on the premises for an employee of the awarded company to live on the property?

Clarification: *No, the District will not authorize an employee of the awarded company to live on the property.*

6. Question: Can either the ad valorem tax language on page 22 of the ITO, paragraph 10, be removed from the lease or can the District get a quote from Marion County as to whether an ad valorem fee will be charged?

Clarification: *The language regarding Taxes and Assessments will not be revised. Any potential respondent should make the effort necessary to satisfy his/her company as to the financial obligation hereunder prior to bidding.*

7. Question: Please clarify the definition/requirements of an operational manager.

Clarification: *The minimum qualifications of either the owner/respondent, or his/her Operational Manager is identified on the Respondent Qualifications and References Form. The Offer Response Form, and the Respondent Qualifications and References Form have been revised to better clarify that the references provided should be on the “qualifying individual.” Therefore, if the firm’s owner is not the “qualified individual,” the references must identify the experience of the Operations Manager (the individual that meets the minimum qualifications).*

8. Question: If the qualifying individual is the Operations Manager, three years into the 10-year lease, is it ok for the Operational Manager to change, based upon the new manager meeting the minimum requirements set in the bid?

Clarification: *Yes, if the Operations Manager/qualifying person, is no longer serving as the Operations Manager, the Lessee will have a maximum of 60 days to identify another individual to the District that will serve as Operations Manager that the District deems qualified.*

NOTE: The ITO Opening remains 2:00 p.m., Tuesday, November 1, 2016. Please acknowledge receipt of this Addendum on the Offer Response Form. I am attaching all the revised forms and other forms that are to be completed by the respondent. Please use the attached forms to insure you have returned all necessary forms to the District. If you have any questions, please call me at (386) 329-4196 or e-mail dstratto@sjrwmd.com. If you have already turned in your bid, the original forms will be accepted unless you request an opportunity to resubmit prior to the opening.

Remember that as agreed at the site visit, you may provide additional questions through October 24, 2016. A second Addendum will be provided, if needed, due to additional questions.

The Invitation to Submit Offer and this Addendum may also be located on the District’s website at: <http://www.sjrwmd.com/land/cattlelease/>.

OFFER RESPONSE FORM
(This form to be included in ITO submittal)

RESPONDENT:

The undersigned, as Respondent, hereby declares and certifies that the only person(s) or entities interested in this ITO as principal(s), or as persons or entities who are not principal(s) of the Respondent but are substantially involved in performance of the Work, is or are named herein, and that no person other than herein mentioned has an interest in this ITO or in the Lease to be entered into; that this ITO is made without connection with any other person, company, or parties making an offer; and that this bid is in all respects fair and in good faith without collusion or fraud.

Respondent represents to the District that, except as may be disclosed in an addendum hereto, no officer, employee or agent of the District has any interest, either directly or indirectly, in the business of Respondent to be conducted under the Lease, and that no such person shall have any such interest at any time during the term of the Lease, should it be awarded to Respondent. Respondent further declares that it has examined the agreement and informed itself fully in regard to all conditions pertaining to this solicitation; it has examined or had the opportunity to examine and waives any objection to the Property; it has read all of the addenda furnished before the ITO opening, as acknowledged below; and has otherwise satisfied itself that it is fully informed relative to the Lease and the Property.

Respondent agrees that if its Offer is accepted, Respondent shall contract with the District in the form of the attached Lease Agreement, and shall furnish everything necessary to comply with the conditions specified in the ITO and Lease, and shall furnish the required evidence of the specified insurance.

Acknowledgment is hereby made of the following addenda (identified by number) received:

Addendum No.	Date	Addendum No.	Date
_____	_____	_____	_____
_____	_____	_____	_____

RESPONDENT NAME: (Company Name as Contained on Corporate Seal)

Mailing Address

Telephone Number Fax Number Email Address

Respondent Authorized Signature Date Print Name and Title

OPERATIONAL MANAGER for this Site (Print Name)

QUALIFICATIONS AND REFERENCES FORM
(This form to be included in ITO submittal)

MINIMUM QUALIFICATIONS: A minimum of three years of experience including administrative and supervising duties, of 700 acres or greater and 150 animal units or greater, by either Respondent, or Respondent's proposed operational manager, for this Property. At a minimum the Respondent needs to provide documentation showing that their company's, or operational manager's, working/managing experience includes: overseeing such activities as roller chopping, mowing, and invasive species control, as well as, proper pasture/cattle management. Documentation should include any experience managing a cattle operation on public lands.

REFERENCES BELOW ARE FOR RESPONDENT/OPERATIONAL MANAGER (CIRCLE CORRECT INDIVIDUAL BEING REFERENCED): Qualifying individual must provide a minimum of three references who can verify qualifications and past performance record on any lease/cattle operation referenced. Specific lease information must be provided. References must be individuals that can be readily contacted and have first-hand knowledge of the qualifying individual's performance. Additional documentation may be added at Respondent's/Operational Manager's discretion to assist with verification of meeting minimum qualifications.

1. Reference's Business Name: _____
Contact Person: _____
Address: _____
Phone Number: _____
E-mail Address (not mandatory): _____
Cattle Grazing Operation/Lease Performed (include minimum detail needed, i.e., the name of the person with the experience, size of property, # of animal units, location, term of lease or management agreement, equipment inventory used in operations)

2. Reference's Business Name: _____
Contact Person: _____
Address: _____
Phone Number: _____
E-mail Address (not mandatory): _____
Cattle Grazing Operation/Lease Performed (include minimum detail needed, i.e. the name of the person with the experience, size of property, # of animal units, location, term of lease or management agreement, equipment inventory used in operations)

QUALIFICATIONS AND REFERENCES FORM, CONTINUED
(This form to be included in ITO submittal)

3. Reference's Business Name: _____
Contact Person: _____
Address: _____
Phone Number: _____
E-mail Address (not mandatory): _____
Cattle Grazing Operation/Lease Performed (include minimum detail needed, i.e. size of property, # of animal units, location, term of lease or management agreement, equipment inventory used in operations)

The undersigned Respondent/Operational Manager certifies that all references and information provided on this Qualifications and References Form are true and correct to the best of his/her knowledge.

QUALIFIED INDIVIDUAL'S NAME and SIGNATURE

Mailing Address

Telephone Number

Fax Number

Email Address

RESPONDENT COMPANY'S NAME (as identified at <http://www.sunbiz.org/>)

Respondent Authorized Signature

Date

Print Name and Title

CERTIFICATE AS TO CORPORATION
(This form to be included in ITO submittal)

The below Corporation is organized under the laws of the State of _____; is authorized by law to respond to this Request for Proposals and perform all work and furnish materials and equipment required under the Agreement, and is authorized to do business in the State of Florida.

Corporation name: _____

Address: _____

Registration No.: _____

Registered Agent: _____

By: _____

(Official Title)

(Affix corporate seal)

Attest: _____

(Secretary)

The full names and business or residence addresses of persons or firms interested in the foregoing Proposal as principals or officers of Respondent are as follows (specifically include the President, Secretary, and Treasurer and state the corporate office held of all other individuals listed):

Identify any parent, subsidiary, or sister corporations involving the same or substantially the same officers and directors that will or may be involved in performance of the Project, and provide the same information requested above on a photocopy of this form.

If applicable, attach a copy of a certificate to do business in the State of Florida, or a copy of the application that has been accepted by the State of Florida to do business in the State of Florida, for the Respondent and/or all out-of-state corporations that are listed pursuant to this form.



St. Johns River Water Management District

Ann B. Shortelle, Ph.D., Executive Director

4049 Reid Street • P.O. Box 1429 • Palatka, FL 32178-1429 • (386) 329-4500
On the Internet at www.sjrwmd.com.

REVENUE OFFER SCHEDULE (This form to be included in ITO submittal)

Invitation to Submit Offer to be opened at 2:00 p.m., on Tuesday, November 1, 2016.

TO: ST. JOHNS RIVER WATER MANAGEMENT DISTRICT

In accordance with the advertisement requesting offers from qualified respondents for the management of the Sunnyhill Restoration Area property identified in ITO #LRS1195 for a cattle grazing operation, subject to the terms and conditions of the Lease Agreement, the undersigned proposes to enter into the Lease Agreement and pay the District the following lease fees:

The Respondent (potential Lessee) agrees to pay the LESSOR (DISTRICT) an annual lease fee based upon Animal Units x # of Animal Units.

For Total Offer:

Offer of fee to be paid per Animal Unit: _____

Animal Units/Stocking Rate: 200 Animal Units

TOTAL ITO OFFER for annual lease fee (AU Fee x # of AU) = _____

TOTAL OFFER FOR ANNUAL LEASE FEE IN WORDS:

I HEREBY ACKNOWLEDGE, as Respondent's authorized representative, that I have fully read and understand all terms and conditions as set forth in this ITO and upon award of such ITO, shall comply with such terms and conditions.

RESPONDENT NAME: (Company Name as identified at <http://www.sunbiz.org/>)

Mailing Address

Telephone Number

Fax Number

Email Address

Respondent Authorized Signature

Date

Print Name and Title

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