

Bonnet Springs Park, Inc.
Request for Proposals
2026

Request for Proposal (RFP)

Bonnet Springs Park Expanded Parking
Phase II



Bonnet Springs Park, Inc.
400 Bonnet Spring Blvd
Lakeland, Florida 33815

March 13, 2026

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1. Introduction

This Request for Proposal (RFP) is to invite prospective vendors to submit a proposal to provide for the expansion of the Museum parking lot at Bonnet Springs Park (BSP), located on 1.4 acres of undeveloped property. The RFP provides vendors with the relevant operational, performance, application, and construction requirements that must be fulfilled.

This document describes the RFP from Bonnet Springs Park.

Rules for tendering this RFP are explained at 2.2

1.1 Purpose of RFP

Bonnet Springs Park, Inc. is selecting a vendor for construction of a new parking lot south of Bonnet Springs Blvd across from the Welcome Center parking lot. Our objective is to select the vendor who most fully meets the requirements identified in this RFP. Bonnet Springs Park, Inc. may elect to award a contract pursuant to the RFP. Your company is invited to take part in this process and provide a proposal that satisfies Bonnet Springs Park's requirements.

Within the RFP you will find all information necessary to do a proper assessment of Bonnet Springs Park's requirements. Service providers are invited to respond to this RFP by describing how they can meet the requirements set out in this RFP and by providing other information requested. Responses to this RFP will be used to qualify service providers for the final evaluation and price negotiation phase of the selection process.

1.2 Scope of Work

The Bonnet Springs Park Expanded Parking project will provide fully paved parking to accommodate additional vehicle parking at the park. The area proposed is undeveloped and features grass and mulch cover. The proposed parking lot will need to modify the existing raingarden to meet stormwater requirements. The proposed project will need landscape, irrigation, and solar lighting coordination, as well as coordination with the City of Lakeland, Florida Department of Transportation, and Southwest Florida Water Management District. The Museum/Depot parking lot will also need to be restriped with additional ADA parking spaces.

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This is a Florida Department of Environmental Protection Legislative Line Items Project. The Florida Department of Financial Services requires the funding to be administered as a cost reimbursement grant by the Land and Recreation Grants Section within the Florida Division of State Lands. Therefore, all contracts must adhere to State of Florida grant funding compliance requirements. This project must be completed before June 30, 2028.

See also, Bonnet Springs Park Expanded Parking Tab A through Tab C.

1.3 Budget

Contractual Services

Description	Fee/Rates	Quantity	Totals
Complete Parking Lot Expansion at Bonnet Springs Park	\$1,857,000.00	1	\$1,857,000.00

1.4 Confidentiality

This RFP, including any other material and information provided by Bonnet Springs Park, contains Bonnet Springs Park proprietary and confidential information that is provided to you for your exclusive use in evaluating and preparing your response. If at any time your company decides not to respond to the RFP, please destroy any copies of the document and confirm your non-participation either in writing or by email.

This document should not be duplicated except as necessary to prepare your response. This document should not be disclosed or distributed to any third party. All copies of this document except one file should be destroyed following submission of your response. The file copy should be held confidential and not used for any purpose other than bid evaluation, response preparation, and subsequent discussions with Bonnet Springs Park, Inc., if any results. You should safeguard the confidentiality of this document and any copies with the same degree of care with which you safeguard your own confidential information. Vendors may not use the name, logo, or trademarks of Bonnet Springs Park without prior written consent of Bonnet Springs Park.

2. Vendor Instructions

2.1 Background

This RFP identifies Bonnet Springs Park’s requirements in sufficient detail to identify a preferred vendor.

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2.2 General Instructions

Vendors are requested to consider the following instructions when preparing their responses:

- Vendor responses must be valid for 6 months from the date of submission
- Vendors must be commercially bound to their response
- Vendors must address all matters raised in this RFP
- Any statement made about the performance and specifications of the proposed solution will be considered to be true and will be incorporated into the final purchase contract
- Any functionality or features not included in the cost estimates must be clearly identified in the response to the RFP
- Vendors must address all items specified in this RFP. Failure to adhere to the specified format may disqualify a vendor for further consideration.

Submission of proposals shall constitute evidence that the vendor has made all the above-mentioned and is free of any uncertainty with respect to conditions that would affect the execution, and completion of this project.

2.3 Disqualifications

Statements known to be, or subsequently found to be, inaccurate or misleading may disqualify the vendor from further participation in the evaluation process.

2.4 Grant and Contract Compliance Requirements

2.4.1 **Contracting Language:** Vendor agrees to include in its contract with BSP the following language:

Invoice Detail: *Vendor agrees to provide for all charges for services rendered and be submitted in sufficient detail for a proper pre-audit and post-audit to be performed.*

Grant Work Plan: *Vendor agrees to comply with Grant Work Plan as detailed by the state of Florida (See Tab B).*

Insurance: *Vendor agrees to maintain insurance coverage of such types and with such terms and limits. As a condition of agreement, the vendor agrees to show proof of insurance (See Tab C for BSP Certificate of Insurance Requirements).*

Statutory Notices Relating to Unauthorized Employment and Subcontractors: *Vendor agrees that it will not knowingly employ unauthorized aliens and that discovery of such shall cause a unilateral cancellation of this agreement.*

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Compliance with Federal, State, and Local Laws: *Vendor agrees to comply with all federal, state, and local regulations, including but not limited to, nondiscrimination, wages, social security, workers' compensation, licenses, and registration requirements.*

Vendor agrees that no person, on the grounds of race, creed, color, religion, national origin, age, gender, or disability, shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in the performance of this agreement.

The Vendor agrees to be governed by and construed in accordance with the laws of the State of Florida

Investing in America: *Vendor agrees to ensure grantee funded sign is placed at the construction site and remains visible during the entirety of the project*

Scrutinized Companies: *Vendor agrees and certifies that it is not on the Scrutinized Companies on the Boycott Israel List or engaged in a boycott of Israel are used.*

Iron and Steel for Public Works Projects: *Vendor agrees to use best efforts and document those efforts to ensure that all iron and steel used in the project are produced in the United States. This includes all manufacturing processes from the initial melting stage through the application of coatings, occurred in the United States.*

242 Reporting

Status Reports: *Vendor agrees to submit monthly status reports describing the work performed during the reporting period, problems encountered, problem resolutions, scheduled updates, and proposed work for the next reporting period.*

2.5 Structure of Response

All responses to this proposal must follow the structure given below:

- Executive Summary
- Company Profile (Describe your organization's core business, products, services, market and awards)
- Similar Experience & Customer References
- Requirements Understanding /Scope of Work (Please illustrate that you have understood the requirements)
- Vendor Eligibility Criteria (See 3. Vendor Eligibility Criteria)
- Grant Compliance Requirements
- Proposed Solution with description
- Implementation Approach/ Deliverables

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- Post Implementation Support
- Project Plan / Timelines
- Project Management Approach (Please illustrate your project management approach in terms of proposed team structure, communication plan, escalation management, quality plan and other relevant information)
- Pricing Details (See 4. Pricing Details)

2.6 Schedule of Events

Events	Date
RFP Posted	03/13/26
Proposal Due Date	04/01/26
Target Date for Review of Proposals	04/02/26
Target Date for Onsite Discussion	04/03/26
Target Date for Final Vendor Selection Discussion	04/07/26
Anticipated Decision	04/08/26
Anticipated Commencement of date of work	04/10/26
Anticipated completion date of work	11/20/26

2.7 Contacts

Any questions concerning technical specifications or Statement of Work or contractual terms & conditions must be directed to:

Bill Tinsley
Owner’s Representative
400 Bonnet Springs Blvd.
Lakeland, Florida 33815
projects@bonnetspringspark.com

Responses to the RFP are due by **04/01/2026**. Please submit your response electronically to:

Yasmin Pires
Executive Assistant to the CEO
400 Bonnet Springs Blvd.
Lakeland, Florida 33815
projects@bonnetspringspark.com

2.8 Evaluation Criteria

Any award to be made pursuant to this RFP will be based upon the proposal with appropriate consideration given to completeness of response to RFP, qualifications

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and experience, project cost, implementation plan and schedule and contract terms and conditions. Evaluation of offers will be based upon the Vendor's responsiveness to the RFP and the total price quoted for all items covered by the RFP.

Proposals must address all the items identified in the Request. All proposals will be evaluated based on the following criteria:

- Completeness of proposal
- Experience and past performance with similar customers
- Ability to meet requirements as specified in the Grants Compliance Requirements
- Initial cost, including goods and services
- Financial stability of your company
- Demonstrated quality of service and training
- Flexibility of services provided

Bonnet Springs Park, Inc. does not represent that these are the sole criteria and reserves the right to adjust selection criteria at any time.

Bonnet Springs Park, Inc., is not bound to accept the lowest proposal and is not obliged to give a reason for rejecting a proposal. Prospective vendors are advised that nothing in this documentation, or in any communication between Bonnet Springs Park and any other party, shall be taken as constituting a contract, agreement or representation between Bonnet Springs Park and/or any other party, except for a formal award of contract made in writing by Bonnet Springs Park. Neither shall it, or they, be taken as constituting a contract, agreement or representation that a contract shall be offered.

Please note that Bonnet Springs Park reserves the right to vary the number of vendors invited to interviews and presentations, or dispense completely with this part of the process, at its sole discretion. Bonnet Springs Park reserves the right at all points in the procurement process either not selecting a candidate to go forward on to the next stage, or following completion of the procurement process, not to make any award of contract.

Bonnet Springs Park has prepared this RFP in good faith. To the extent that Bonnet Springs Park is permitted by law, Bonnet Springs Park excludes any liability (whether in contract, negligent or otherwise) for any incorrect or misleading information contained in this RFP.

3. Vendor Eligibility Criteria

Vendor is defined as an independent company registered in the State of Florida or a consortium of partnership between a local State of Florida registered company and local or global services partner. Please provide the following details:

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- Legal Name
- Parent Company
- Corporate Headquarter Address
- Internet Address
- In what business area has your company engaged?
- How many years has your company been in business under its present name?
- If you are a corporation or limited liability corporation, state the date of incorporation.
- Is there, or has there been in the last three years, any litigation or governmental or regulatory action pending or threatened against your organization that might affect your ability to provide stated products and services/ State the status of any current or pending lawsuits?

4. Pricing Details

All prices quoted by the vendor must be fully itemized, in dollars, and inclusive of all taxes and all expenses. Bonnet Springs Park, Inc., expects to contract with the vendor on a Fixed Price basis for all components of the supply. We expect the vendor to quote a fixed price for:

- Product
- Implementation services
- Customizations

5. Decision Matrix

Bonnet Springs Park will be reviewing vendors scoring highest in the following areas:

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RFP Proposal Evaluation Matrix					
Evaluation Criteria Breakdown	Points	Vendor A	Vendor B	Vendor C	Vendor D
Completeness of Response to RFP (Pass/Fail)					
ALL required schedules, forms and informational items have been submitted.	Pass/Fail				
A. Vendor Qualifications & Experience					
40 Points					
Financial stability and ability to provide timely completion of project and prior experience from partners to successfully complete parking expansion projects.	0-10				
Team (organizational) qualifications and strengths for all partners; company background and years in business. Strength of assigned team members years of prior experience in technical, and project management	0-10				
Strength and relevance of references per RFP submittal requirements for all project phases. Minimum 3 references for successfully completed projects of similar size.	0-10				
Safety record; claims history and judgments; and worker's compensation experience modification rating from the past 3 years, and safety plan for this project.	0-10				
B. Similar Projects					
40 Points					
Demonstration of successful projects of similar scope, on budget, and on time.	0-40				
C. Implementation Plan and Schedule					
15 Points					
Project plan and schedule account for RFP submittal requirements, complexity of project and demonstrates methodology for management of multiple projects across multiple jurisdictions. Project phases and activities are appropriately sequenced and allow for sufficient review time by participating agencies and other authorities having jurisdiction.	0-10				
Description of plan for complying with local hiring policies and preferences, and curricula/training integration opportunities.	0-5				
D. Contract Terms & Conditions					
5 Points					
Conformance with contract language and unique contracting requirements included in RFP specifications and Exhibits providing maximum value and lowest scheduling, performance and cost risk. Suitability of proposed bidder contract template documents to meet RFP requirements.	0-5				