

## Frequently Asked Questions

- **How do I become a Contractor/Vendor with the District?**

The District does not have a pre-qualified Contractor/Vendor's List. Prior to supplying goods or services to the District, a Contractor/Vendor will be required to complete the following:

- IRS W-9 Form
- Current Occupational License (if required by Florida Department of Business & Professional Regulations)
- On-Site Service Providers must submit Proof of General Liability, Business Auto and/or Worker's Compensation Insurance
- Service Contractors/Vendors must register and comply with the E-Verify Program

Please visit the link below for more information:

<https://www.districtgov.org/departments/Purchasing/vendors.aspx>

- **What Insurance is required to do work in the District?**

All Contractors/Vendors doing work for the District must be authorized to do business in the State of Florida. The Contractor/Vendor shall not commence any work until they have obtained all of the following types of insurance:

- General Liability
- Business Auto Liability
- Excess Liability Insurance (Umbrella Policy) [if needed to cover shortfall]
- Workers' Compensation Insurance
- Other types of insurance may apply

Please visit the following link for more information:

<https://www.districtgov.org/departments/Purchasing/insurance.aspx>

- **How can I get notification when District work opportunities are advertised for solicitation?**

There are two authorized outlets for Contractors/Vendors to receive automatic notifications of current, District solicitations.

- Contractors/Vendors may register to receive notification of solicitations for bids and proposals from the District by registering with *Onvia DemandStar*
- Signing up for E-Notifications on the *District Website*

Both automatic notification systems will allow Contractors/Vendors to receive the information quickly, at their convenience, whenever and wherever they choose, 24 hours a day, seven days a week. Follow the links below to sign up today!

Register for Solicitation Notifications at the links below:

<https://www.demandstar.com>

<https://www.districtgov.org/newsletter/newsletter.aspx>

- **How can I get access to Solicitation documents, awards and other status updates?**

There are two authorized outlets for Contractors/Vendors to receive District formal solicitation information.

- Onvia DemandStar
- District Purchasing Webpage

Both outlets provide formal solicitation documents, such as, but not limited to, Invitation to Bid (ITBs), Request for Proposal (RFPs), Request for Qualifications (RFQs), Addendums and Notice to Respondents. Both sites also provide formal solicitation status updates such as when a solicitation is active, awarded, cancelled, being recommended for award, rejected or still under evaluation.

Please visit the links below for more information on District Formal Solicitations:

<https://www.demandstar.com>

<https://www.districtgov.org/departments/Purchasing/bids.aspx>

- **Can I purchase surplus property directly from the District?**

As a governmental entity we must abide with Sunshine Laws and be transparent with all activities. Therefore the Districts have contracted with George Gideon Auctioneers, Inc. to auction all District surplus items.

Please visit the Auctioneer's website to view details regarding auction inventory, auction calendar and on-line auction items.

<https://www.ggauctions.com>