Caribbean Isles Inc.

Resident Owned Mobile Home Park
405 Elsberry Road, Apollo Beach, FL 33572

Dear _____:

The intent of this RFP is to engage an engineering partner with demonstrated expertise in hydrology, sediment transport, waterway management, and environment permitting.

Caribbean Isles Residential Cooperative (Co-Op) seeks a long-term engineered approach that identifies the origin, reduces silt accumulation, improves hydraulic performance, and minimizes ongoing maintenance costs.

The Release date for this RFP is April 15, 2026. The Inquiry Period is April 15-June 30, 2026. Response to Inquiries is on or before July 15, 2026. RFP are due by August 1, 206. Contract Award on or before September 15, 2026.

Attached please find the RFP.

Sincerely,

Alama M. Callahan

Contact: RFP Caribbean Isles Canal System Mitigation

REQUEST FOR PROPOSALS (RFP)

Engineering Services for Sediment Mitigation in Canal System

Caribbean Isles Residential Cooperative Association, Inc., a not-for-profit housing cooperative, in Apollo Beach, Florida is seeking proposals from qualified engineering firms to provide professional services related to the assessment, design and recommended mitigation of sediment accumulation within our community canal system. The selected firm will evaluate existing conditions, identify root causes of sedimentation, and develop cost-effective, sustainable, long-term engineering recommendations to restore and maintain proper canal function.

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1. Introduction & Purpose

Caribbean Isles Residential Cooperative Association, Inc., referred to as the “Co-Op”, is a resident-owned waterfront community with 525 shares located at the intersection of FL Route 41 South and Elsberry Road in Apollo Beach, Florida.

The Co-Op, originally opened as an RV resort in the 1950’s, was purchased by the Co-Op in 1990. It is now a robust 55+ community for more than 800+ residents. One of the main attractions for this community is its extensive canal system which allows residents to navigate the canals, enjoy any number of water-related activities, and provides access to Tampa Bay.

The Co-Op community canals are a part of Apollo Beach 55-mile canal system originally built in the 1950’s with continued free use and access. In 2009-10, the Co-Op replaced all seawalls throughout the canal system. In 2011, the first dredging of the CI canals began to remove accumulated sediment. The Co-Op has had to dredge the St. George Canal at a higher rate of frequency costing the community more than $1 million dollars.

The intent of this RFP is to engage an engineering partner with demonstrated expertise in hydrology, sediment transport, waterway management, and environmental permitting.

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2. Project Background

The Apollo Beach canal system was designed by Paul Dickman, who purchased 4,000 acres of mangroves in 1938, with the intent of building a waterfront community. In the 1950’s, the Corr family took over and developed the first subdivision by dredging sand from the bay to build up the area. The system now has 55 miles of interconnected, navigable canals with an average depth of seven feet in the center.

Caribbean Isles was one of the first key residential areas developed from an RV park in the 1950’s to a Cooperative. The Caribbean Isles Residential Cooperative Association,

Inc. was established in 1990. The Co-Op is an exclusive 55+, resident-owned, waterfront gated community governed by a Board of Directors and registered in the State of Florida as a not-for-profit Corporation.

As a Co-Op, the residents have a personal stake in maintaining the quality of the community, including the five canals that link the community to Tampa Bay. The Co-Op's canal system serves as a critical component of the community's water management infrastructure, supporting stormwater conveyance, ecological habitat, and/or navigation. Over recent years, the St. George canal has experienced increasing levels of silt deposition, resulting in reduced flow capacity, maintenance challenges, economic impact, and potential affects to adjacent properties and ecosystems.

Previous maintenance activities, including periodic dredging, have provided temporary relief but have not addressed underlying causes.

Figure 1 Caribbean Isles Canal System

The first dredging of the Co-op's canal system occurred in 2011 at a cost exceeding $500,000. An additional 10 acres of land was purchased to store the dredge materials. By 2018, the silt accumulation necessitated additional dredging, costing more than $71,500. Specifically on the St. George Canal, the largest in the Co-op system, required a third dredging 2020; a fourth dredging in 2022; and a fifth dredging that was initiated in 2025 and is currently in progress in 2026.

Date	Location	Cost	Amount of Silt Removed/Other Canal Repairs Completed
1957	Saint George Canal	Unknown	Original build out of canal system

2011	All Canals	$500,000	6,000 cubic yards removed
2018	Saint George Canal	$ 71,500	Reopened to allow navigation
2020	Saint George Canal	$ 8,550	Center channel opened through pump dredging
2022	Saint George Canal	$175,000	2,000 cubic yards removed
2026	Saint George Canal*	$200,000	2,200 cubic yards removed including silt pile in Saint George Canal (see Figure 2)
2026	Saint George Canal Saint Lucia Canal Saint Anne Canal	$200,000	Additional yardage to be removed from head of the Saint Lucia and Saint Anne Canals

* *Original estimate of sediment to be removed was completed in 2025. Within 2 months, only half the project had been completed, and the original estimated yardage was already exceeded.*

Figure 2 Aerial View of Caribbean Isle Canal System with silt build up in St. George Canal highlighted (2025)

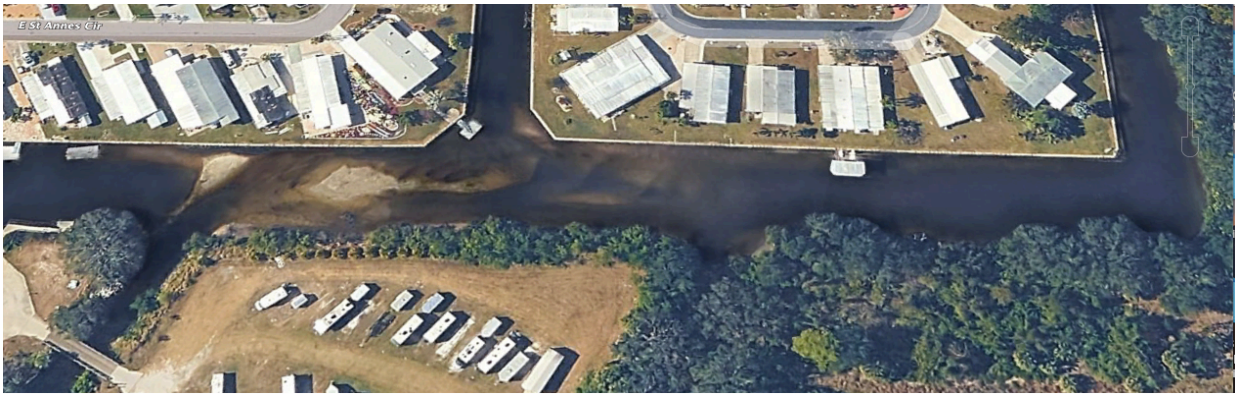

Figure 3 Close Up View of Silt Accumulation in the St. George Canal (2025)

There has been a rapid acceleration in the accumulation of sand and silt in the Co-Op's canal system, particularly in the Saint George Canal. This accumulation has severely impacted navigation within our canals. The accumulation may also be affecting flood control and the local ecology.

The Co-Op seeks a long-term, engineered approach that identifies the origin, reduces silt accumulation, improves hydraulic performance, and minimizes ongoing maintenance costs.

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3. Scope of Work – St. George Canal

3.1. Assessment & Data Collection

The selected firm shall:

- Conduct field surveys of canal geometry, sediment depth, and flow characteristics
- Collect sediment samples for particle size and composition analysis
- Perform hydrologic and hydraulic modeling to understand flow patterns and sediment transport
- Identify upstream and downstream sediment sources, including erosion, stormwater inputs, and land-use impacts
- Review historical maintenance records, environmental reports, and available GIS data

3.2. Engineering Analysis

The firm shall:

- Analyze the mechanisms contributing to sediment accumulation
- Evaluate multiple mitigation strategies, including structural and non-structural alternatives

- Assess feasibility, constructability, environmental impacts and long-term performance
- Provide comparative analysis of alternatives, including lifecycle cost estimates

3.3. Design and Recommendations

The firm shall:

- Develop conceptual engineering designs for the recommended solution(s)
- Prepare engineering drawings, specifications and technical documentation
- Provide prioritized recommendations for long-term, cost-effective maintenance schedules and sediment management strategies which may include structural and non-structural solutions such as dredging plans, sediment traps, bank stabilization and flow modifications)
- Identify required permits and outline a permitting strategy including compliance with any applicable Florida Department of Environmental Protection and other regulatory agencies

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4. Deliverables

The selected firm shall provide:

- A comprehensive assessment report summarizing findings, data and analysis including maps and diagrams of sediment sources and deposit zones
- Hydrologic modeling outputs
- Conceptual design package (as appropriate to recommended solutions)
- A recommended maintenance schedule and cost estimates (capital, if applicable and maintenance)
- Copies of any digital files in PDF format
- Presentation to: Caribbean Isles Canal Mitigation Committee (Canal Committee)

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5. Proposal Requirements

5.1. Minimum Requirements for Applications

Qualified applicants must be an engineering firm registered with the Florida Department of Business and Professional Regulation and legally authorized to offer services in Florida with data collection and input from interns/students in the field of water management, ecology, canals.

The application should have demonstrated experience with canal systems, sediment management and waterway engineering.

5.2. Timeline of RFP Release, Proposal Submission, and Deadline Instructions

RFP Release Date – April 15, 2026

All proposal inquiries concerning this RFP shall be submitted via email to the following RFP designated Point of Contact: Alana Callahan with RFP-Caribbean Isles Canal System Mitigation in the subject line:

alanacallahan1070@gmail.com

Inquiries must be received by the RFP Point of Contact no later than the conclusion of the Proposer Inquiry Period April 15, 2026 – June 30, 2026. The Canal Committee intends to issue official responses to properly submitted inquiries on or before July 15, 2026.

Proposals submitted in response to this RFP must be received by the Caribbean Isles Mitigation Committee (Canal Committee) by August 1, 2026, at 4:00 pm. Proposals may be submitted by US Mail, in person or via email.

Proposals must be addressed to:
Caribbean Isles Canal System Mitigation Committee (Canal Committee)
Caribbean Isles Residential Cooperative, Inc.
405 Elsberry Road
Apollo Beach, Florida 33572

Proposals must be clearly marked as follows:
Response to RFP – Caribbean Isle Canal System Mitigation

All proposals submitted in response to this RFP must consist of at least:
- One (1) clearly identified original including all the required attachments
- One (1) clearly identified electronic copy of the proposal

5.3. Validity of Proposal

Proposals must be valid for one hundred and eighty (180) days following the deadline for submission or until the effective date of any resulting contract, whichever is later.

This RFP does not obligate the Co-Op to award funding.

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6. Proposal Contents

All proposals must include the following sections using the labels found below.

6.1. Attachment 1 – Organizational Information

Please include the following information:

- A company overview and organizational structure
- Description detailing the company's prior experience with canal systems, sediment management and waterway engineering
- Resumes of key personnel, including project manager and technical leads
- Relevant licenses and certifications
- Contact information for at least three references for similar projects completed within the past seven (7) years
- Proof of insurances
- Disclosure of any potential conflicts of interest
- Description of adherence to environmental permitting requirements and compliance with federal, state and local regulations
- Agreement with standard contract terms and conditions

6.2. Attachment 2 – Technical Approach

Applicants must include the following:

- Detailed methodology for assessment, modeling and design.
- Description of tools, technologies and modeling software to be used
- Approach to project management, communication and quality control (i.e., a project management plan)

6.3. Attachment 3 – Timeline/Schedule

Applicants must include a proposed timeline with major milestones and deliverable dates. This should include the duration of specific phases such as, but not limited to, preliminary assessment, field investigation and sampling, data analysis and modeling, review and reporting, and the final report and presentation.

6.4. Attachment 4 - Cost Proposal

Applicants must include a cost proposal with an itemized cost breakdown by task, major milestone or deliverable.

Additional information to be provided in this section is:

- Hourly rates for key personnel
- Any optional services and associated costs

6.5. Attachment 5 – Additional Resources

Applicants may include additional information to support proposals including, but not limited to:

- Examples of reports and presentations made for similar projects
- Descriptions of proposed environmental assessment tools, reports or studies
- Sediment transport modeling methodologies
- Drone survey examples
- Case studies documenting reductions in sedimentation
- Cost savings achieved for other clients

- Photos, diagrams or flow-capacity improvements

7. Evaluation

Proposals will be evaluated using the following rubric:

Category	Weight	5 Point – Exceptional	3 Points – Adequate	1 Point - Limited
1. **Technical Understanding of the Project -** Demonstrates a clear understanding of canal conditions, siltation causes, constraints and project goals.	15%	• Demonstrates deep understanding of canal hydraulics, sediment sources, watershed influences, and environmental constraints. • Identifies project-specific challenges rather than generic issues. • Shows awareness of upstream/ downstream interactions and long-term maintenance implications.	• General understanding with some project-specific insight. • Minor gaps or assumptions.	• Generic boilerplate; lacks understanding of site-specific conditions
2. Technical Approach & Methodology - Quality, clarity and feasibility of proposed assessment, modeling, design and mitigation strategy.	30%	• Clear, detailed, and technically sound methodology. • Uses appropriate modeling tools (H&H, sediment transport, GIS). • Strong data collection plan with defensible assumptions. • Evaluates multiple alternatives with rationale. • Proposes practical, sustainable, and constructible solutions.	• Methodology is generally sound but lacks detail in key areas. • Limited discussion of alternatives or assumptions	• Vague, generic, or incomplete approach. • Missing key steps or modeling detail.

3. **Relevant Experience and Past Performance -** Experience with similar sediment, hydrology or canal projects documented results; references	20%	• Multiple highly relevant projects of similar scale and complexity. • Demonstrated measurable outcomes (e.g., reduced sedimentation, improved flow). • Strong references with positive performance indicators.	• Some relevant experience but limited in scale or complexity. • References are acceptable but not strong	• Minimal or no comparable project experience. • Weak or missing references.
4. **Project Team Qualifications** -Expertise, certifications and experience of key personnel; availability and roles	10%	• Team includes highly qualified personnel with professional engineer, hydrology, environmental, or sediment-specialist credentials. • Roles and responsibilities clearly defined. • Strong continuity and backup plan.	• Team meets minimum qualifications. • Some roles unclear or thinly staffed	• Insufficient qualifications or unclear staffing
5. **Schedule & Work Plan** -Realistic timeline, milestones, staffing plan and understanding of dependencies	5%	• Detailed, realistic schedule with clear milestones. • Identifies dependencies (e.g., permitting, weather, access). • Staffing levels appropriate for timeline	• Schedule is generally reasonable but lacks detail or clarity.	• Unrealistic or incomplete schedule. • Missing major tasks or milestones.
6. **Cost Proposal** -Cost competitiveness, clarity, and alignment with proposed scope and Co-Op resources.	15%	• Transparent, itemized, and aligned with scope. • Costs are reasonable and competitive. • Includes optional services with clear pricing.	• Costs generally reasonable but lack detail or clarity.	• Unclear, inflated, or missing cost details

7. **Value-Added Elements -** Innovation, technology enhancements, risk mitigation, environmental strategy, supplemental materials.	5%	• Provides multiple enhancements such as: ○ Risk mitigation plan ○ Permitting strategy ○ Lifecycle cost analysis ○ Drone/LiDAR examples ○ Environmental compliance workflow ○ Innovative monitoring or modeling technologies	• Provide some enhancements	• No supplemental value beyond minimum requirements.

Each category's score (1 – 5) is multiplied by its weight for a weighted score.
Total possible score: 100 points

8. Contract Award

On or before September 15, 2026