

CEDAR KEY WATER AND SEWER DISTRICT
REQUEST FOR PROPOSALS
FOR
GRANT MANAGEMENT AND ADMINISTRATION SERVICES
FOR
CDBG-DR POTABLE WATER SYSTEM HARDENING PROJECT
AND
CDBG-DR WASTEWATER TREATMENT FACILITY HARDENING PROJECT

RFP 26-2

Proposal Due Date/Time: July 17, 2026 @ 3:00 PM EST

The Cedar Key Water and Sewer District (the “District”) is soliciting proposals from qualified consultant firms with the required expertise and capability to provide federal grant management, administration, and compliance for two federal CDBG-DR grant funded projects involving the hardening of the District’s water and wastewater treatment plant facilities. The projects include hardening the District’s critical water and wastewater infrastructure to safeguard public health, prevent untreated discharges, ensure reliable water and wastewater service, and reduce vulnerability to future storm surge and flooding.

Sealed proposals for the above-described services will be received at Cedar Key Water & Sewer District, 510 3rd Street, Cedar Key, Florida 32625 until July 17, 2026, **at 3:00 PM Eastern Standard Time**, at which time the proposals will be opened and read aloud. Proposals received after said time will be returned unopened.

If you are interested in submitting a proposal, you **must** obtain the complete RFP package, which contains additional information regarding this solicitation and instructions related to filing a proposal, from the Cedar Key Water and Sewer District website at www.ckwater.org or by contacting Alicia M. Johns at (352)543-5285, alicia@ckwater.org.

All inquiries and requests for clarification concerning the RFP shall be submitted in writing and in accordance with the RFP. Verbal clarifications will not be provided.

The District reserves the right to waive informalities in any proposal; reject any or all proposals, in whole or in part; re-bid a project, in whole or in part; and to accept a proposal that in its judgment is the lowest and best bid of a responsible bidder. The District does not discriminate on the basis of race, color, national origin, sex, religion, age, marital status and disability/handicapped status in employment or provision of service.

ADA – Special Accommodations: Any person requiring accommodations by the District due to a disability should call Alicia M. Johns at (352)543-5285 at least five (5) days prior to any pre-response conference, response opening, or meeting. If you are hearing or speech impaired, please contact Alicia M. Johns via the Florida Relay Service, which can be reached at 1-800-955-8771 (TDD).