

QUALIFIED PROFESSIONAL'S CERTIFICATION REQUIREMENTS

This information applies only if you were not previously certified by Sarasota County Schools (SCS) for the **2021** year. Please follow instructions per the attached legal ad, re: **2021** annual certification “LEGAL ADVERTISEMENT FOR CERTIFICATION OF PROFESSIONALS FOR CONSTRUCTION RELATED SERVICES”.

IMPORTANT: You must be certified by Sarasota County Schools prior to the rankings for a specific project or services. In order for firms to be eligible to provide architectural services / construction management services and/or consulting services with Sarasota County Schools you must submit your referenced Annual Certification package through Dodge DocuPro. [Doreen Kingsley will electronically provide you a notification with information and instructions to submit and upload your certification package through Dodge DocuPro: SarasotaCountySchools@cloudprojectnotifications.com.](#)

Doreen Kingsley's e-mail address is:
Doreen.Kingsley@sarasotacountyschools.net.

PLEASE NOTE:

➔ The 2021 Annual Certification package must be uploaded through Dodge DocuPro in **one pdf file**.

**LEGAL ADVERTISEMENT FOR CERTIFICATION OF PROFESSIONALS
FOR CONSTRUCTION RELATED SERVICES**

SARASOTA COUNTY SCHOOLS is receiving submissions for **2021 ANNUAL CERTIFICATION OF PROFESSIONALS FOR CONSTRUCTION RELATED SERVICES** in accordance with School Board policy 7.71. The policy encourages firms wishing to provide professional construction related services, including **architectural, engineering, landscape architecture, land surveying, testing laboratories, and construction management** to *annually* submit their statement of qualifications and performance to update our files. **All qualified professionals that are currently on the SCS qualified professionals list MUST renew for the 2021 ANNUAL CERTIFICATION OF PROFESSIONALS FOR CONSTRUCTION RELATED SERVICES.**

Firms interested in being certified for the 2021 calendar year must submit:

- [1] A letter of interest, specifying one or more of the services provided of the six (6) service types, *listed above*. **One (1) e-mail address, of an individual within your organization to receive future communications, is to be listed in your letter of interest.**
- [2] Florida State License (as applicable)
- [3] Public Crime Entity Form (completed)
- [4] Current Certificate of Liability Insurance listing the **Certificate Holder** as follows:
**Sarasota County Schools
Construction Services Dept.
7895 Fruitville Road
Sarasota, FL 34240**
- [5] Certificate of Bonding Capacity equal to or exceeding the amount of any project for which the contractor seeks qualification (**Construction Managers only**)

Documents shall be submitted electronically compiled in a single Portable Document Format (PDF) file through Dodge DocuPro. Doreen Kingsley will send an "Invitation to Submit" notification to all qualified professionals through Dodge DocuPro with submittal/upload instructions and information. ***All data must be current as of date of your submission and received *prior* to 3:00 PM on Thursday, Nov. 12, 2020*.**

Upon Dodge DocuPro receipt of these submissions, the names of all qualified firms will be submitted for **2021 Annual Certification** to the School Board for approval as certified to provide professional construction related services on the **January 7, 2021 Board**. Any firm not submitted at that time will be deleted from the current list of certified firms until such time that a submission is received and approved.

SARASOTA COUNTY SCHOOLS

By: Sarasota County School Board Chair

Date of Advertisement: **Fri, 10/30/2020**