



October 17, 2024

SUBJECT: INVITATION TO BID 2024-021 *GLASS & GLAZING SERVICES*

MESSAGE: Please note and acknowledge the following changes or additions to be included in the referenced section(s) of 2024-021.

1. Pages 4 is being replaced in its entirety to extend the due date for the submission of Questions date by an additional 2 weeks; now October 29, 2024.
2. Pages 4, and page 28 are being replaced in their entirety to extend the due date for the submission of the BID date by an additional 2 weeks; now November 19, 2024.
3. Pages 4 is being replaced in its entirety to extend the targeted Awarding date by an additional 2 weeks; now December 10, 2024

Please complete the acknowledgement of this notice on the next page of this document and include it in your proposal response.

Sincerely,

William V. Spinelli,
Chief Financial Officer

WVS/fak

Enclosures

2024-021 pages 4, 28



CHAD CHRONISTER, SHERIFF
ACKNOWLEDGMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in
Amendment #1 to Invitation to Bid 2024-021 Glass & Glazing Services

PLEASE PRINT: Company Name: _____

By: _____

Title: _____

Date: _____

Signature: _____

(Signed Acknowledgment must be included with your Submission)

Section 1 Introduction and Instructions

1.1 Bid Overview.

Subject: Invitation to Bid 2024-021
Bid Title: Glass & Glazing Services
Bid Opening: November 19, 2024 @ 3:00pm EST
Bid Opening Place: Sheriff’s Operation Center (SOC)
Buyer: Wady Almanzar, Purchasing@TeamHCSO.com

The purpose of this Invitation to Bid/ (Bid) is to describe the requirements of the Hillsborough County Sheriff’s Office to obtain fixed pricing from qualified glazier to install, repair, and replace a wide variety of windows to various existing and future Sheriff’s Office Buildings in Hillsborough County. Any reference to the “Work” throughout this Bid packet is defined to be inclusive of the Scope of Work and any related performance detailed herein.

1.1.1 Proposed Schedule.

The Bid schedule set out herein represents the Hillsborough County Sheriff’s Office’s (HCSO or Buyer) best estimate of the schedule that will be followed. If a component of this schedule, such as the deadline for receipt, is delayed, the rest of the schedule may shift accordingly. All times are Eastern Standard Time.

| | |
|--|--------------------------|
| Issue Date: Advertisement/Website Publication/etc. | October 2, 2024 |
| Pre-Bid Site Visits and Facility Tour: | N/A |
| Deadline for Submitting Questions | October 29, 2024 |
| Deadline to Submit Samples | N/A |
| Deadline for Receipt / Bid Opening | November 19, 2024, 15:00 |
| Award Notification Target Date | December 10, 2024 |

1.1.2 This Bid does not, by itself, obligate the HCSO.

The HCSO’s obligation will commence when the contract is awarded. Upon written notice to the Bidder, the HCSO may set a different starting date. The HCSO will not be responsible for any Work commenced, even in good faith, if it occurs prior to the contract start date set by the HCSO.

1.2 Contract Documents.

During award procedures, the Bid, its attachments, its amendments, and Bid package submitted by the Bidder will become incorporated into an agreement that becomes the “Contract Document.” This agreement will require the signatures of the Bidder and either the signature of the Sheriff, Chief Deputy, or the Chief Financial Officer to become binding. A draft copy of the proposed agreement and its terms and conditions are attached to this ITB for review. The final executed agreement may have differing terms due to corrections and/or negotiations. All Bid Packages become the property of the HCSO and will not be returned to the Bidder. The HCSO reserves the right to clarify any contractual relationship in writing with the Contractor, and such written clarification shall govern in case of conflict with the applicable requirements stated in the Bid or the Contractor’s response. In all other matters not affected by the written clarification, if any, the Bid and all amendments thereto shall govern. The Bidder is cautioned that his Bid shall be subject to acceptance without further clarification.

5.7 **Bid Packaging Label.**

Below is the information required on the outermost packaging of your Bid Package. Use this as a label.

| | |
|---|--|
| URGENT - SEALED SUBMITTAL PACKAGE ENCLOSED | |
| URGENT | HILLSBOROUGH COUNTY SHERIFF'S OFFICE |
| | SHERIFF'S OPERATIONS CENTER |
| | ATTN: FINANCIAL SERVICES DIVISION – PURCHASING SECTION |
| | 2008 EAST 8 TH AVE |
| | TAMPA FL 33605 |
| | <u>BID PACKAGE SUBMITTAL</u> |
| | From: _____ |
| # 2024-021 | |
| GLASS & GLAZING SERVICES | |
| OPENING DATE/TIME: | |
| November 19, 2024 3:00pm EST | |
| URGENT | |

END OF SECTION

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK