



OFFICE OF THE SHERIFF

Chad Chronister, Sheriff
Donna Luszczynski, Chief Deputy
Hillsborough County, Florida

June 6, 2018

SUBJECT: Amendment No. 1 to RFP 12-18 Occupational Health and Welfare Center Addition and Renovation

MESSAGE: Please note and acknowledge the following changes or additions to be included in the referenced section(s) of RFP 12-18:

1. Page three (3) will be replaced in its entirety, see attached.
2. Page five (5) will be replaced in its entirety, see attached.
3. Technical Specifications, (Part C)(1)(a) – Replace in its entirety, as follows:
 - a. Stage I (Lump Sum Price): The General Contractor (GC) will submit a Lump Sum Price (LSP) divided into three (3) parts. Parts One (1), Two (2) and Three (3) shall be based on the Proposal Package that will be the basis for the GC selection in this stage.
 - i. Part One (1) Site Development Price: Shall include pricing for site work only.
 - ii. Part Two (2) Building Design Review/Renovation/Addition Price: Shall include all building design review, renovation, and addition pricing.
 - iii. Part Three (3) Seal Coating and Painting of Parking Lot Price: Shall include pricing for seal coating, striping and directional arrows as shown on Exhibit A, Design Development Documents.
4. Technical Specifications, (Part C)(3)(a) – Replace in its entirety, as follows:
 - a. Stage I (Lump Sum Price)

The GC is encouraged to bring their Architect and Civil Engineer to the Mandatory Pre-Bid Conference as advisor(s) and participant(s) in the Q&A.

The Proposer shall review the Proposal Package for the requirements related to the overall project and shall submit a Lump Sum Price (LSP) in three (3) parts:

- i. Part One (1) Site Development Price: site work to accommodate the building addition, additional parking spaces, connections to an existing septic system, fence relocations, etc. Refer to Exhibit A, Design Development Documents, dated 02-20-18, (survey, plans, details and elevations) for a more detailed Scope of Work for this stage.

- ii. Part Two (2) Building Design Review/Renovation/Addition Price: for the building costs of the Addition and Interior Renovation to include requirements for a safe, functional X-ray room (see Exhibit B, X-Ray Layout Summit FRS, dated 2/20/18). Please note the HCSO supplied X-ray machine will be installed after construction is complete; therefore, the enclosing walls and any behind the wall wood blocking and/or supports required shall be prepared/installed to ensure X-ray machine safety and functionality.

The GC shall submit the name of the proposed Registered and Licensed Architect and Civil Engineer with which the GC intends to contract to produce the Construction Documents for the Project. That team will further develop the Proposal Package into Construction Documents necessary for acquiring a Building Department Permit for construction.

- iii. Part Three (3) Seal Coating and Painting of Parking Lot Price: Shall include pricing for seal coating, striping and directional arrows as shown on Exhibit A, Design Development Documents.

- 5. Page 30 will be replaced in its entirety, see attached.
- 6. Page 38 will be replaced in its entirety, see attached.

Please note that this document hereby becomes a part of RFP No. 12-18 and without this document, the Proposal is considered incomplete.

Sincerely,



Christina R. Porter, CPA
Chief Financial Officer

CRP/drj

Enclosure

ACKNOWLEDGEMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in the
Amendment No. 1 to RFP 12-18.

PLEASE PRINT – Company Name: _____

By: _____

Title: _____

Date: _____

Signature: _____

(Signed Acknowledgement must be included with your Bid Package)

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Appendix I - Vendor Packet (Application, W9, Direct Deposit)	Attached
Exhibit A – Design Development Documents	Attached
Exhibit B – X-Ray Layout Summit FRS	Attached

PROPOSED SCHEDULE OF EVENTS	DATE
RFP ADVERTISED / POSTED TO HCSO AND OSD WEBSITE	5/11/18
SUBMIT LETTER OF INTENT	5/23/18
PRE-PROPOSAL CONFERENCE AND FACILITY TOUR	5/24/18
DEADLINE TO SUBMIT QUESTIONS AND ANSWERS	6/4/18
DEADLINE TO SUBMIT PROPOSAL	6/18/18
AWARD NOTIFICATION TARGET DATE	7/1/18

HILLSBOROUGH COUNTY SHERIFF'S OFFICE
2008 E. 8th Avenue
Tampa, Florida 33605

VENDOR NAME: _____

SUBJECT: Request for Proposal Number 12-18

Proposal Title: Occupational Health and Wellness Center Addition and Renovation

OPENING DATE and TIME: 06/18/2018 at 3:00 pm.

PLACE: Malcolm E. Beard Sheriff's Operation Center
Financial Services Division, Purchasing Section
2008 E. 8th Avenue, Room #125
Tampa, Florida 33605

Proposals will be received until the time and date shown and will be read aloud immediately thereafter at the "Place" indicated.

MANDATORY PRE-PROPOSAL CONFERENCE: 5/24/2018 at 10:00 am.

PLACE: Hillsborough County Sheriff's Office
Occupational Health and Wellness Center
9550 East Columbus Drive
Tampa, Florida 33619

PART A - GENERAL TERMS AND CONDITIONS:

1. Proposals: Must be contained in a SEALED envelope addressed to: Chad Chronister, Sheriff, 2008 E. 8th Avenue Room #125, Tampa, Florida 33605. To prevent inadvertent opening, the Proposal must be marked as a PROPOSAL DOCUMENT (including the Proposal number, the date and time of the Proposal opening) on the outside of the envelope.

If our specifications, when included in our Request for Proposal (RFP), are not returned with your Proposal Package, and no specific reference is made to them in your Proposal Response (Part D), it will be assumed that all specifications will be met. When material, sketches, cuts, descriptive literature, vendor's or manufacturer's specifications which accompany the Proposal Response (Part D) contain information that can be construed or is intended to be a deviation from our specifications, such deviation must be specifically referenced in your Proposal Response (Part D).

2. Proposal Delivery: The responsibility for getting the Proposal Package to the Hillsborough County Sheriff's Office (HCSO) on or before the stated time and date will be solely and strictly the responsibility of the Proposer. The HCSO will in no way be responsible for delays caused by the United States Postal Service or a delay caused by any other occurrence, or any other method of delivery. The Proposer shall be responsible for reading very carefully and understanding completely the requirements in the specifications. Proposals will not be accepted after the time specified for receipt. Such proposals shall be returned to the Proposer unopened with the notation "This Proposal was received after the time designated for the receipt and opening of proposals".

2. COST OF GOODS AND SERVICES

Company Name: _____

The undersigned has carefully examined the Proposal Package and all conditions affecting the price of the commodity/service required by the HCSO.

The undersigned certifies that any exceptions to the Proposal specifications are noted on the attached exceptions form. All specifications not noted thereon are as requested. The undersigned also understands that any exceptions presented after the award, may be cause for cancelation of award.

We hereby propose to furnish the commodity/services described herein in accordance with the Proposal Package, except as noted on attached exceptions form.

Description

Pricing

a. **STAGE I: LUMP SUM PRICE:**

- 1. Site Development Price \$ _____
- 2. Building Design Review/Renovation/Addition Price \$ _____
- 3. Seal Coating and Painting of Parking Lot \$ _____
- 4. Total Price \$ _____
- 5. Proposed Architect: _____
- 6. Proposed Civil Engineer: _____

b. **STAGE II, Phase 1:** (Specify number of calendar days required to complete the project)

- 1. Time to Commence Project after Notice to Proceed: _____ Calendar Days
- 2. Time to Complete Construction Documents from Notice to Proceed: _____ Calendar Days
- 3. Time to acquire Permit for Construction: _____ Calendar Days

c. **STAGE II, Phase 2:** (Specify number of calendar days required to complete the project)

- 1. Time to complete Construction including 2 weeks for Punch List corrections: _____ Calendar Days

CHECKLIST, Include the following:

- ONE ORIGINAL and THREE COPIES OF the entire RFP.
- ONE Electronic copy. Proprietary information should be separated.
- SIGNATURES required Parts A and D.
- Any Addendums or Amendments (Signatures required).
- Completed Part D including references, project approach and planning, architect and subcontractor lists, resumes, signature page, vendor information.
- Certificates of Insurance and Business Tax Receipt.
- Professional Licenses.
- Manufacturer literature and warranty information if applicable.
- Appendix I, Vendor Packet.

**Below is an example of the information required on your Proposal Package.
You may use this as a label if you wish.**

CHAD CHRONISTER, SHERIFF
2008 E. 8TH AVE
TAMPA, FLORIDA 33605
ATTN: PURCHASING Ext. 8034

PROPOSAL PACKAGE SUBMITTAL

From: _____

RFP # 12-18

OPENING DATE and TIME:

06/18/2018 @ 3:00 pm