



# OFFICE OF THE SHERIFF

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

December 19, 2022

**SUBJECT:** Amendment 1 to RFQ 2023-003 *CONSTRUCTION SERVICES*

**MESSAGE:** Please note and acknowledge the following changes or additions to be included in the referenced section(s) of RFQ:

1. Page 2 will be replaced in its entirety for the addition of a second Buyer.

Lindsey P. Brown, (813) 247-0082, LPBrown@TeamHCSO.com

Sincerely,

A handwritten signature in blue ink, appearing to read "Andrea M. Hartman". To the right of the signature, the initials "A/CFO" are written in blue ink.

Andrea M. Hartman  
A/Chief Financial Officer

AMH/mt

Enclosure

**HILLSBOROUGH COUNTY  
SHERIFF'S OFFICE**



**CHAD CHRONISTER, SHERIFF**

Hillsborough County Sheriff's Office  
Sheriff's Operations Center  
Financial Services Division - Purchasing Section  
2008 East 8th Avenue  
Tampa, FL 33605

Sue Boyer, Buyer  
(813) 247-0028,  
[SBoyer@TeamHCSO.com](mailto:SBoyer@TeamHCSO.com)

AND

Lindsey Brown, Buyer  
(813) 247-0082,  
[LPBrown@TeamHCSO.com](mailto:LPBrown@TeamHCSO.com)

**INSTRUCTION TO GENERAL CONTRACTORS**

Included herein are GENERAL TERMS AND CONDITIONS (PART A), SPECIAL PROVISIONS (PART B), SCOPE OF SERVICES (PART C) and SUBMITTAL RESPONSE (PART D), which together with all attachments, constitute the entire "Submittal Package". **Said Submittal Package must be the basis upon which all submittals are offered and must be kept together and returned, intact, by the time and at the place specified herein.** The General Contractor (GC) must manually sign the GENERAL TERMS AND CONDITIONS (PART A) and SUBMITTAL RESPONSE (PART D). Any questions concerning this Request for Qualifications (RFQ) should be directed to the Buyer whose name appears above.

When awarded, the Submittal Package becomes the "**Agreement Document**". The GC's signature on the SUBMITTAL RESPONSE (PART D), constitutes GC's agreement to the terms therein. The signature on the Submittal Package must be that of an Officer of the GC, or an individual authorized to commit the GC to a legal and binding agreement. **READ THE ENTIRE SUBMITTAL PACKAGE CAREFULLY BEFORE SIGNING.**

**NOTICE TO GENERAL CONTRACTORS**

**WHEN SUBMITTING A SEALED SUBMISSION, THE EXTERIOR OF THE PACKAGE  
MUST BE CLEARLY MARKED AS SUCH.  
UTILIZE THE INCLUDED PACKAGING LABEL AT THE END OF THIS DOCUMENT.**

ACKNOWLEDGMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in the  
Amendment #1 to RFQ 2023-003.

PLEASE PRINT – Company Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

*Signature:* \_\_\_\_\_

(Signed Acknowledgment must be included with your Submission)