



October 17, 2024

**SUBJECT:** REQUEST FOR QUALIFICATIONS 2024-020 *TREE SERVICES*

**MESSAGE:** Please note and acknowledge the following changes or additions to be included in the referenced section(s) of 2024-020.

1. Pages 3 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 3, 5, and page 30 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 12, 2024.
3. Pages 3 is being replaced in its entirety to extend the targeted Awarding date by an additional 2 weeks; now November 26, 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*

*2024-020 pages 3, 5, 30*



**CHAD CHRONISTER, SHERIFF**

ACKNOWLEDGMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in  
Amendment #1 to Request for Qualifications 2024-020 Tree Services

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

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

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

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

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

(Signed Acknowledgment must be included with your Submission)

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<b>PROPOSED SCHEDULE OF EVENTS</b>	<b>DATE</b>
RFQ Advertised / Posted to HCSO and OSD Websites	10/02/2024
DEADLINE TO SUBMIT QUESTIONS	10/29/2024
OPENING DATE & TIME:	11/12/2024 3:00 PM EST
AWARD NOTIFICATION TARGET DATE	11/26/2024

**HILLSBOROUGH COUNTY SHERIFF'S OFFICE**  
**2008 East 8th Avenue**  
**Tampa, Florida 33605**

**SOLICITATION OVERVIEW**

**SUBJECT:** Request for Qualifications 2024-020

**RFQ TITLE:** Tree Services

**OPENING DATE & TIME:** NOV 12, 2024 at 3:00 PM

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

**NOTE:** This is not a Bid. There will be no public Bid Opening. Qualification submissions received by the date and time stated herein and will be recorded. The recording will then be posted to our public website afterwards. Submissions then will be reviewed, and the list of acceptable Suppliers will be posted to our Public Website, <https://TeamHCSO.com/>.

**RFQ Overview:** This request is for the provision of qualifications for professional services which are related to a variety of different tree types for trimming/pruning, removal of dead or diseased trees, stump grinding and removal, as well as hauling away/disposal of all the debris. The intent of this solicitation is to pre-approve for HCSO's use as many qualified, responsive, and responsible suppliers to increase the expediency and cost effectiveness of tree services which may be needed throughout the county. This is not a guarantee of Work; however, it is a pre-approval status of eliciting quotation for future needs.

**A project-specific Invitation to BID (BID) may be issued under this contract to define specific project requirements involving estimated spend over \$100,000.00.**

HCSO reserves the right to publicly solicit additional Qualification Submittals with regards to this RFQ at any time prior to the end of the Agreement Period.

**PACKAGING LABEL**

Below is an example LABEL which is required on the OUTSIDE of your Sealed Submittal Package. Use this label which clearly marks the RFQ Number and Title and return to the specified address no later than the proposal due date and time.

URGENT - SEALED SUBMITTAL PACKAGE ENCLOSED

URGENT

**HILLSBOROUGH COUNTY SHERIFF'S OFFICE**  
**SHERIFF'S OPERATIONS CENTER**  
ATTN: FINANCIAL SERVICES DIVISION – PURCHASING SECTION  
2008 EAST 8<sup>TH</sup> AVE  
TAMPA FL 33605

**RFQ PACKAGE SUBMITTAL**

From: \_\_\_\_\_

**RFQ # 2024-020**

TREE SERVICES

OPENING DATE/TIME:  
November 12, 2024 @ 3:00 PM EST

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URGENT