

Santa Fe College
RFP #17-20C: Disaster Recovery and Remediation Services / Debris Monitoring
ADDENDUM #1

This addendum needs to be signed and returned with your proposal.

CHANGE TO SPECIFICATIONS

Section 3.3, Specifications, Item #4 is changed to read:
Bidder/Proposer shall ensure that all water/moisture/smoke remediation services shall be performed in a good and workmanlike manner and to industry standard.

PROPOSAL SUBMISSION AND OPENING

The Purchasing office at Santa Fe College remains closed to the public. Therefore, submissions MUST be made by mail to the address specified in Section 1.2 of the RFP. There will not be a public bid/RFP opening. Instead, interested parties may receive a list of vendors that submitted by e-mailing david.shlafer@sfcollge.edu after the opening.

SCORING MEETING

The Scoring Meeting on July 31 will be held by Zoom conference beginning at 10:00 a.m. For information on how to remotely attend the meeting, please e-mail david.shlafer@sfcollge.edu or call 352-395-5230 at least 15 minutes in advance of the meeting and leave a message with your e-mail address clearly stated so that the meeting information can be e-mailed to you. Vendors are not required to attend.

If there are a significant number of submissions, we may need to reschedule the scoring meeting to a later date. Please check the website on the evening of Friday, July 24, 2020 for any addenda with scoring meeting or other logistical changes. (If there is no addendum, the meeting will continue as scheduled.)

RFP QUESTIONS AND ANSWERS

Q1. Both previous RFPs for these services were canceled. Are you able to tell us why those were canceled or were you just not happy with the proposals received?

A1. In both cases we did not have a sufficient number of responsive proposals. We have changed the parameters of the RFP slightly to allow for a pricing methodology that we hope will be more in line with how these services are provided.

Q2. Can we e-mail the proposal documents to you, and if so, what e-mail address should we use?

Q2. No. As per Section 2.0, each vendor must submit 1 printed original, 1 printed copy, and a flash drive with an electronic version. The price sheet must be in Excel format. Even if the College remains closed due to the COVID-19 situation, the College's Receiving department remains available to receive submissions.

Q3. Do you want use to also submit our T&M Rate Sheet?

A3. Yes, but should anything contradict between your rate sheet and the excel price sheet you submit, the excel price sheet shall govern.

Q4. If yes to Q3, can the T&M include 3% small tools charge and rental equipment markups 10/10% for overhead and profit? Or is that not allowed or would negative effect scoring?

A4. Yes, you can. However, this may cause the users of the agreement to not be reimbursed for that portion through FEMA. It could negatively affect scoring if other vendors provide proposals with a pricing format more acceptable to FEMA.

Q5. If we have a contract under a cooperative, can we submit that contract as our response, or will that not qualify?

A5. For the purposes of this RFP, that would not qualify as we would need the response to be in accordance with the language of our RFP rather than referring to another contract that might conflict. However, you are welcome to share information on any public contracts you have been awarded through a public solicitation process. (Such contracts will not affect scoring, but we would certainly appreciate any such information.)

Q6. Will we have to be able to service every College listed in the RFP?

A6. Our expectation is that if you are responding to this RFP that you can indeed service every entity listed, and indeed, multiple entities in the case of an event that affects multiple Colleges. If you are not able to service every entity or respond satisfactorily to multiple Colleges at the same time, you must disclose this as part of your submission. It will not automatically disqualify you, but it will likely result in a lower score.

Q7. We would like to make edits to Section 1.28, Liability (Hold Harmless Agreement). May we do so?

A7. No. This term shall remain as stated. If you are unable to agree to this, please do not submit a proposal.

Q8. We would like to make edits to Sections 1.35.1, 1.35.2, 1.65, and the "AGREEMENTS WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS (2 CFR §200.321) Section regarding access to records to clarify that these requests are limited to billing and payment. May we do so?

A8. No. These terms shall remain as stated. Florida statute provides specific exemptions to public records, but if records associated with this contract are not

specifically exempt by those (or Federal) statutes, they must be accessible as required by the RFP. If you are unable to agree to this, please do not submit a proposal.

Q9. We would like to change wording in item #4 of Section 3.3 (Specifications) as follows:

“Bidder/Proposer shall ensure that all water/moisture/smoke remediation services shall be performed in a good and workmanlike manner and to industry standard.”

A9. This is accepted. (See “Change to Specifications” above.)

Future Inquiries

No future inquiries can be received at this time. If you are unsure of a particular specification, please include options in your proposal (“if the RFP meant X, then here is our proposal response, but if the RFP meant “Y”, then here is our other proposal response). (If you have any trouble accessing files, or if the COVID-19 pandemic causes unforeseen circumstances that affect you above and beyond what would be expected, you may contact david.shlafer@scollege.edu for assistance or to discuss.)

Calendar updates may occur due to unexpected circumstances or if the number of proposals received are significantly greater than anticipated. (We may change/extend the date for the evaluation meetings and award date.) Please visit <https://www.scollege.edu/finance/purchasing/bids/index> periodically to monitor any such announcements.

Proposer’s Certification

I have read, and agree to abide by the terms and conditions included in the bid and this addendum. I certify that I am authorized to sign on behalf of the company named below.

Name (Print)

Title

Authorized Signature

Date

Company Name

Proposals are due Wednesday, July 22, 2020 by 3:00 p.m.