

**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**



OFFICE OF PURCHASING

213 PALAFOX PLACE, 2nd Floor
P.O. BOX 1591
PENSACOLA, FL 32591-1591
TELEPHONE (850)595-4980
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<http://www.myescambia.com/business/solicitations>

CLAUDIA SIMMONS
Purchasing Manager

June 9, 2016

To: All Known Prospective Bidders

ADDENDUM NUMBER 1:

Re: Renovations to Brownsville Community Resource Center
Specification Number: PD 15-16.060

Bidders:

We recently sent you an Invitation to Bid on the above mentioned specification.

This Addendum #1 provides for:

Response to questions:

1. Our CD Does Not Include Sheet A-1. Please Provide.

Response – Please find attached in PDF format.

2. The invitation to bid states the bid date as June 22, 2016. The bid form shows the bid date as Friday, June 24TH. Clarify.

Response – BIDS WILL BE RECEIVED UNTIL: 3:00 p.m., CDT, WEDNESDAY, June 22, 2016 (find attached a revised bid form with corrected date)

3. The bid form (page 4) states in words that the work shall be completed in two hundred forty days. The numbers indicate 140 days. Clarify.

Response – The work shall be substantially completed within **two hundred forty (240)** calendar days from the Commencement Date. The Bidder agrees to fully complete all work included above **two hundred seventy (270)** within **consecutive calendar days** from the date of Notice to Proceed. Find attached a revised bid form with corrected information.

4. The bid form (page 4) shows liquidated damages in the amount of \$200 per day. The special terms and conditions in the project manual (page 17) list the liquidated damages at \$500 per calendar day. Clarify.

Response – Liquidated damages of **\$200** each day will be assessed for each day that completion of the project is delayed. Find attached a revised bid form and special terms and conditions with corrected information.

5. The invitation to bid package (page 15) indicates a warranty period of 2 years. The specifications (page 18 of the special terms and conditions and page 1 of section 01740 - warranties and bonds) specify the warranty period for 1 year. Clarify.

Response – One (1) year warranty. Find attached a revised special terms and conditions with corrected information.

6. Reference the invitation to bid package - insurance requirements and page 22 of the project manual (Special Terms and Conditions). Builders Risk is included in the project manual but not the Invitation to Bid package. Clarify if the contractor is to carrier Builders Risk coverage for this project.

Response – Builders Risk coverage will be required. Find attached a revised special terms and conditions with corrected information.

7. Project Manual

- Please disregard the front end documents and Special Terms and Conditions in the Architect's Project Manual dated May 16, 2016 referred to as pages 7 – 25 (PDF pages 4 – 22). Refer only to the County Purchasing bid documents for the project.
- Delete 14240 Hydraulic Elevator Recertification Specification.

8. Drawings

- See attached drawing A1.
- Refer to sheet A1 and A2. Existing elevator re-certification will be provided by the County for both the elevator and wheel chair lift. There will be no work required in this contract.

9. Building Walk Through – Representatives of Escambia County Facilities Management and the County's Architectural Representative will be available at the site 9:00 – 10:00 a.m. CDT, Tuesday, June 14, 2016.

This Addendum Number 1 is furnished to all known prospective Bidders. Please sign and return one copy of this Addendum, with original signature, with your proposal as an acknowledgement of your having received same. You may photo copy for your record.

Sincerely,



Paul Nobles, CPPO, CPPB, FCCM, FCN
Purchasing Coordinator

SIGNED: _____

COMPANY: _____

PRN:ehw

SIGN AND RETURN THIS FORM WITH YOUR BIDS**

SOLICITATION, OFFER AND AWARD FORM ESCAMBIA COUNTY FLORIDA SUBMIT OFFERS TO:

Paul Nobles, CPPO, CPPB, FCN, FCCM
Senior Purchasing Coordinator
 Office of Purchasing, 2nd Floor, Room 11.101
 213 Palafox Place, Pensacola, FL 32502
 Post Office Box 1591, Pensacola, FL 32591-1591
 Phone No: (850)595-4980 Fax No: (850) 595-4805

Invitation to Bid
 Renovations to Brownsville Resource Center

SOLICITATION NUMBER: PD 15-16.060

SOLICITATION

MAILING DATE: Monday, May 30, 2016

PRE-BID CONFERENCE: A Non-Mandatory Pre Solicitation Conference will be held at the Office of Purchasing on Thursday, June 9, 2016 at 10:00 a.m. CDT. All bidders are encouraged to attend.

OFFERS WILL BE RECEIVED UNTIL: ~~2:00~~ **3:00 p.m., CDT, Friday Wednesday, June 24 22, 2016** and may not be withdrawn within **90** days after such date and time.

POSTING OF SOLICITATION TABULATIONS

Solicitation tabulations with recommended awards will be posted for review by interested parties at the County Office of Purchasing and will remain posted for a period of two (2) business days. Failure to file a protest in writing within two (2) business days after posting of the solicitation tabulation shall constitute a waiver of any protest relating to this solicitation. All protests must be filed with the Office of Purchasing. They will be handled according to the Escambia County Purchasing Ordinance.

OFFER (SHALL BE COMPLETED BY OFFEROR)

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER: _____

TERMS OF PAYMENT: _____

DELIVERY DATE WILL BE _____ DAYS AFTER RECEIPT OF PURCHASE ORDER.

VENDOR NAME: _____

REASON FOR NO OFFER: _____

ADDRESS: _____

CITY, ST. & ZIP: _____

PHONE NO.: (____) _____

BID BOND ATTACHED \$ _____

EMAIL: _____

I certify that this offer is made without prior understanding, agreement, or connection, with any Corporation, firm or person submitting an offer for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this offer and certify that I am authorized to sign this offer for the offeror and that the offeror is in compliance with all requirements of the solicitation, including but not limited to certification requirements. In submitting an offer to Escambia County Florida, the offeror agrees that if the offer is accepted, the offeror will convey, sell, assign or transfer to Escambia County Florida all rights title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by Escambia County Florida. At the County's discretion such assignment shall be made and become effective at the time the County receives final payment to the offeror.

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER

(TYPED OR PRINTED)

** _____

SIGNATURE OF PERSON AUTHORIZED TO SIGN OFFER
(MANUAL)

****Failure to execute this Form binding the bidder/proposer's offer shall result in this bid/proposal being rejected as non-responsive.**

Bid Form

BASE BID	\$
ALTERNATE #1 (PROSCENIUM & PLATFORM EXTENSION)	\$
ALTERNATE #2 (EXTERIOR COATING)	\$

If your company is located within a Community Redevelopment Area of Escambia County, Florida, please Indicate by marking an X in the blank (**Sec. 46-110.-Local Preference in Bidding**).

Yes ___ No ___

The work shall be substantially completed within **two hundred forty (140 ~~240~~)** calendar days from the Commencement Date. The Bidder agrees to fully complete all work included above **~~one two~~ hundred seventy (170 ~~270~~)** within **consecutive calendar days** from the date of Notice to Proceed. **Liquidated damages of \$200 each day will be assessed for each day that completion of the project is delayed.** All work to be accomplished under this bid shall be the responsibility of Bidder and failure of subcontractors to perform shall not relieve Bidder of any liquidated damages. A Bid Bond in the amount of 5% of base bid is to be furnished by each Bidder. Bidder further acknowledges that all of the work outlined above may not be required at the discretion of Escambia County. The total will be subject to total funds available during the course of the work. However, it is the intent of Escambia County at this time to substantially complete the listed work.

SPECIAL TERMS AND CONDITIONS

The Board of County Commissioners, Escambia County, Florida, invites your company to submit a sealed offer on the item(s) as listed in this solicitation request.

All terms and conditions below are a part of this request, and no offer will be accepted unless all these conditions have been complied with. The County reserves the right to waive informalities in any offer; to reject any or all offers, in whole or in part, and/or to accept the offer(s) that in its judgment is from the lowest and most responsible and responsive offeror(s).

7. **Liquidated Damages**

Should the awarded vendor fail to complete the required services or make delivery of the commodities or equipment within the time(s) specified in the contract, or within such additional time(s) as may be granted by Escambia County, the County will suffer damage, the amount of which is difficult, if not impossible to ascertain therefore, the vendor shall pay to the County, as liquidated damages, the sum of ~~\$500~~ **\$200** for each calendar day of delay that actual completion extends beyond the time limit specified until such reasonable time as may be required for final completion of the work. Such sum is mutually agreed upon as a reasonable and proper amount of damages the County will sustain per diem by failure of the vendor to complete the services or make delivery within the specified time. The costs for liquidated damages shall not be construed as a penalty on the vendor.

11. **Warranty**

The awarded vendor shall fully warrant all equipment furnished hereunder against defect in materials and/or workmanship for a period of ~~two~~ **one (2 1) years** from date of delivery/acceptance by Escambia County.

Should any defect in materials or workmanship, except ordinary wear and tear, appear during the above stated warranty period, the awarded vendor shall repair or replace same at no cost to the County, immediately upon written notice from the Purchasing Manager.

Insurance Requirements

21. **Standard Insurance Requirements and Certificates**

This offer contains an extensive insurance requirement. Offerors are encouraged to review these requirements with their insurance agents before submitting offers.

It is not necessary to have this level of insurance in effect at the time of submitting the offer.

A letter from the offeror's insurance carrier will be required as evidence that the offeror will be able to obtain the levels of insurance as required by the contract and indicated on the Sample Certificate of Insurance should your firm be awarded the contract.

County Insurance Required

The contractor shall procure and maintain the following described insurance, except for coverages specifically waived by the County. Such policies shall be from insurers with a minimum financial size of VII according to the latest edition of the AM Best Rating Guide. An A or better Best Rating is "preferred"; however, other ratings if "Secure Best Ratings"

may be considered. Such policies shall provide coverages for any or all claims which may arise out of, or result from, the services, work and operations carried out pursuant to and under the requirements of the contract documents, whether such services, work and operations be by the contractor, its employees, or by subcontractor(s), or anyone employed by or under the supervision of any of them, or for whose acts any of them may be legally liable.

The contractor shall require, and shall be responsible for assuring throughout the time the agreement is in effect, that any and all of its subcontractors obtain and maintain until the completion of that subcontractor's work, such of the insurance coverages described herein as are required by law to be provided on behalf of their employees and others.

The required insurance shall be obtained and written for not less than the limits of liability specified hereinafter, or as required by law, whichever is greater.

These insurance requirements shall not limit the liability of the contractor.

The County does not represent these types or amounts of insurance to be sufficient or adequate to protect the contractor's interests or liabilities, but are merely minimums.

Except for workers compensation and professional liability, the contractor's insurance policies shall be endorsed to name Escambia County as an additional insured to the extent of its interests arising from this agreement, contract or lease.

The contractor waives its right of recovery against the County, to the extent permitted by its insurance policies.

The contractor's deductibles/self-insured retentions shall be disclosed to the County and may be disapproved by the County. They shall be reduced or eliminated at the option of the County. The contractor is responsible for the amount of any deductible or self-insured retention.

Insurance required of the contractor or any other insurance of the contractor shall be considered primary, and insurance of the county, if any, shall be considered excess, as may be applicable to claims obligations which arise out of this agreement, contract or lease.

Workers Compensation Coverage

The contractor shall purchase and maintain workers compensation insurance for all workers compensation obligations imposed by state law and with employers liability limits of at least \$100,000 each accident and \$100,000 each employee/\$500,000 policy limit for disease, or a valid certificate of exemption issued by the state of Florida, or an affidavit in accordance with the provisions of Florida Workers Compensation law.

Contractor shall also purchase any other coverages required by law for the benefit of employees.

General, Automobile and Excess or Umbrella Liability Coverage

The contractor shall purchase and maintain coverage on forms no more restrictive than the latest editions of the commercial general liability and business auto policies of the insurance services office.

Minimum limits of \$1,000,000 per occurrence for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the workers compensation coverage section) and the total amount of coverage required.

General Liability Coverage - Occurrence Form Required

Coverage A shall include bodily injury and property damage liability for premises, operations, products and completed operations, independent contractors, contractual liability covering this agreement, contract or lease, broad form property damage coverages, and property damage resulting from explosion, collapse or underground (x,c,u) exposures.

Coverage B shall include personal injury.

Coverage C, medical payments, is not required.

The contractor is required to continue to purchase products and completed operations coverage, at least to satisfy this agreement, contract or lease, for a minimum of three years beyond the County's acceptance of renovation or construction projects.

Business Auto Liability Coverage

Business auto liability coverage is to include bodily injury and property damage arising out of ownership, maintenance or use of any auto, including owned, nonowned and hired automobiles and employee nonownership use.

The General Liability and Business Auto Liability policies shall be endorsed to include Escambia County as an additional insured and provide for 30 day notification of cancellation.

Excess or Umbrella Liability Coverage (If utilized to achieve required policy limits)

Umbrella liability insurance is preferred, but an excess liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages. Umbrella coverage shall drop down to provide coverage where the underlying limits are exhausted.

Evidence/Certificates of Insurance

Required insurance shall be documented in certificates of insurance. If and when required by the County, certificates of insurance shall be accompanied by documentation that is acceptable to the County establishing that the insurance agent and/or agency issuing the certificate of insurance has been duly authorized, in writing, to do so by and on behalf of each insurance company underwriting the insurance coverage(s) indicated on each certificate of insurance.

New certificates of insurance are to be provided to the County at least 30 days prior to coverage renewals. Failure of the contractor to provide the County with such renewal certificates may be considered justification for the County to terminate this agreement, contract or lease.

Certificates should contain the following additional information:

1. Indicate that Escambia County is an additional insured on the liability policy.
2. Include a reference to the project and the Office of Purchasing number.
3. Disclose any self-insured retentions in excess of \$1,000.
4. Designate Escambia County as the certificate holder as follows:

Escambia County

Attention: Paul R. Nobles CPPO, CPPB, FCN, FCCM, Senior Purchasing Coordinator
Office of Purchasing, Room 11.101
P.O. Box 1591
Pensacola, FL 32591-1591
Fax (850) 595-4805

5. Indicate that the County shall be notified at least 30 days in advance of cancellation.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the county, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the contractor's obligation to fulfill the insurance requirements herein.

If requested by the County, the contractor shall furnish complete copies of the contractor's insurance policies, forms and endorsements, and/or such additional information with respect to its insurance as may be requested.

For commercial general liability coverage the contractor shall, at the option of the County, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of liability coverage.

Endorsements/Additional Insurance

The County may require the following endorsements or additional types of insurance.

Builders Risk Coverage

Builders risk insurance is to be purchased to cover subject property for all risks of loss, subject to a waiver of coinsurance, and covering off-site storage, transit and installation risks as indicated in the installation floater and motor truck cargo insurance described hereafter, if such coverages are not separately provided.

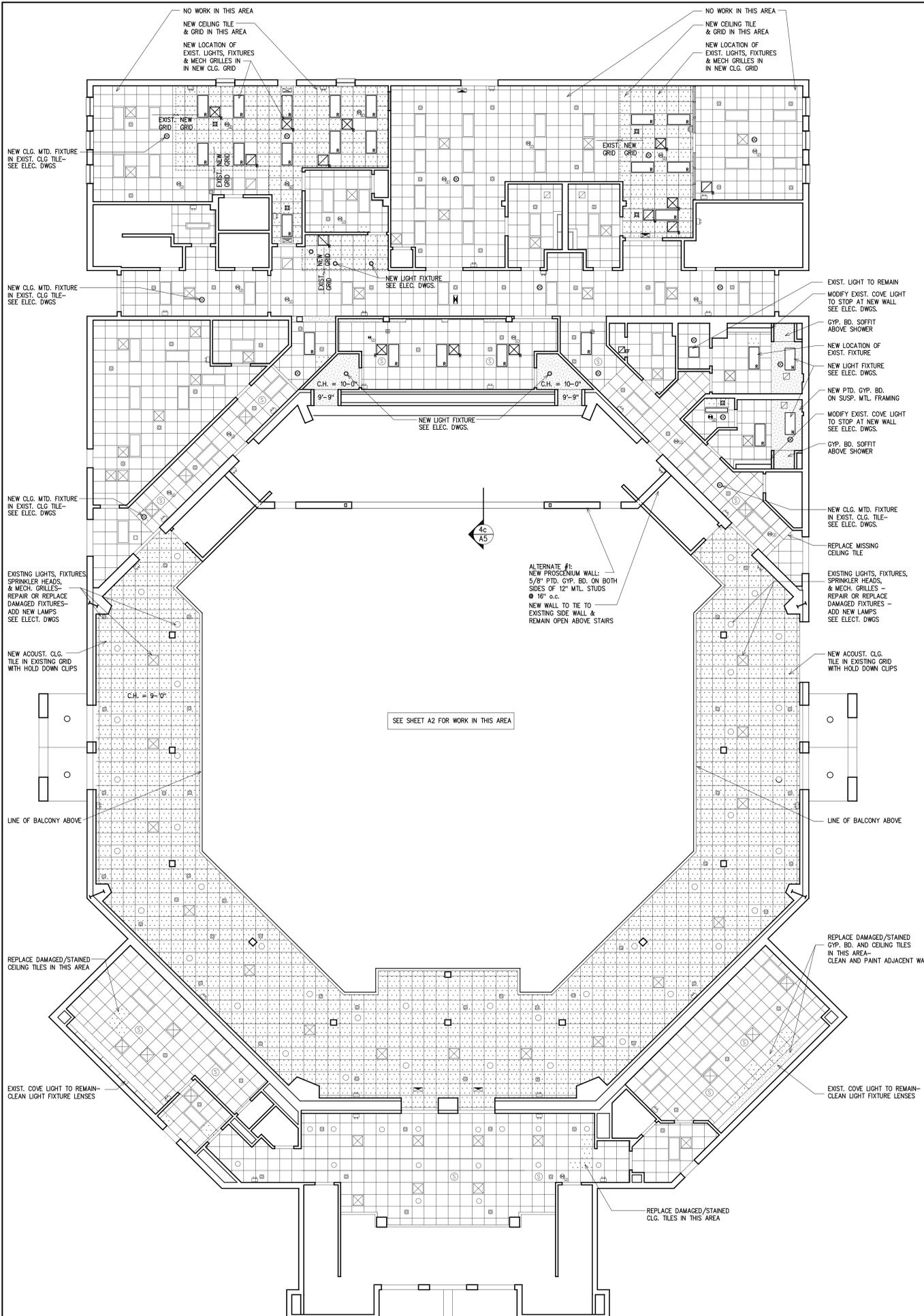
The builders risk insurance is to be endorsed to cover the interests of all parties, including the county and all contractors and subcontractors. The insurance is to be endorsed to grant permission to occupy.

WALL LEGEND

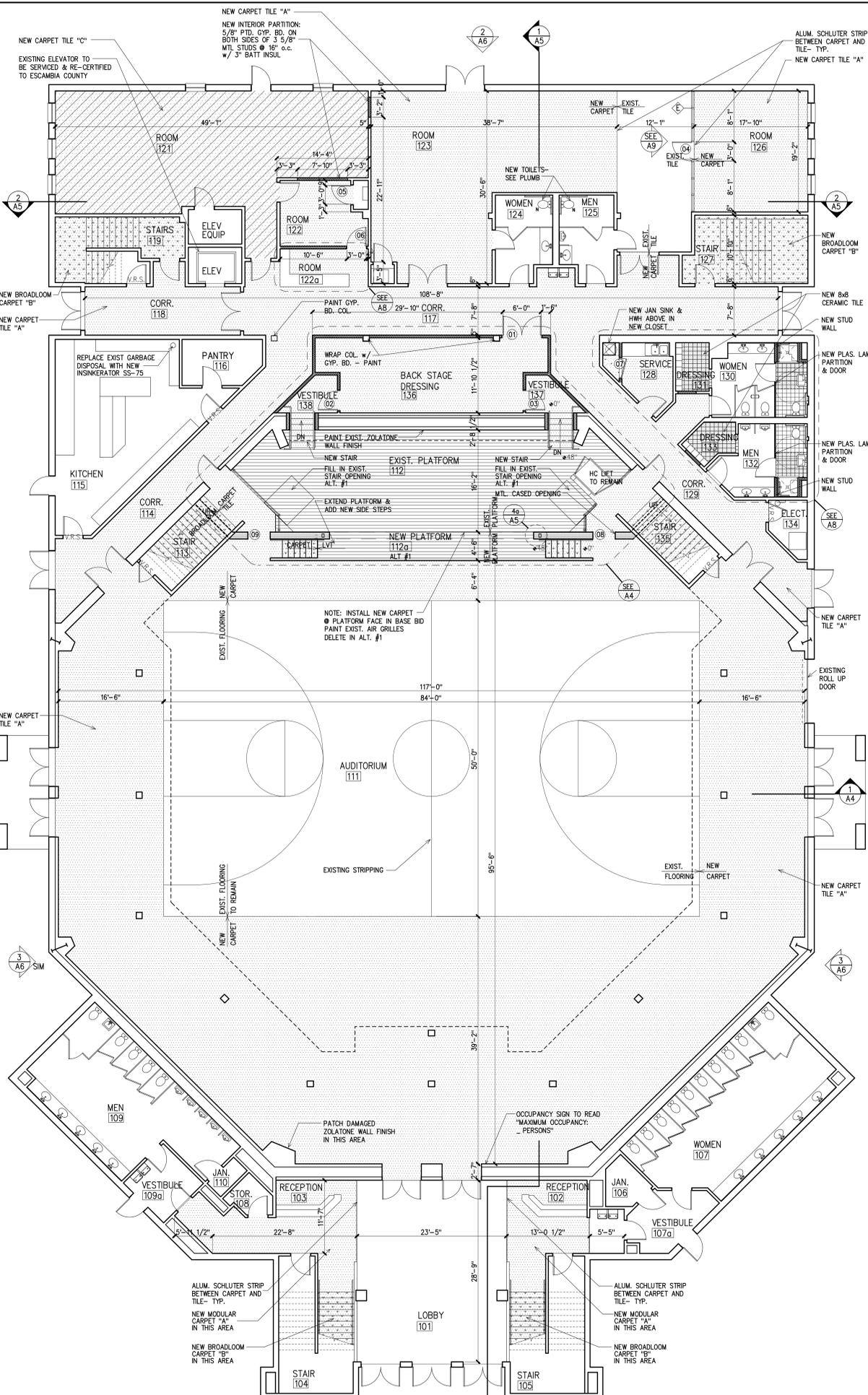
- EXISTING WALLS TO REMAIN
- NEW INTERIOR PARTITION:
 5/8" GYP. BD. ON BOTH SIDES
 3 5/8" MTL. STUDS @ 16" o.c.
 (6" MTL. STUDS WHERE NOTED)
 w/ 4" ACOUSTIC BATT INSULATION
- 2 HR RATED WALL PER U403:
 2 LAYERS 5/8" TYPE "X" GYP. BD.
 ON BOTH SIDES 3 5/8" MTL. STUDS
 @ 16" o.c. w/ 4" ACOUS. BATT INSUL.
- ALTERNATE #1- NEW PROSCENIUM WALL:
 5/8" PTD. GYP. BD. ON BOTH
 SIDES OF 12" MTL. STUDS @ 16" o.c.
- NEW MODULAR CARPET TILE "A"
- NEW BROADLOOM CARPET "B"
- NEW MODULAR CARPET TILE "C"
- LUXURY VINYL TILE
- NEW 8x8 CERAMIC FLOOR TILE
 MATCH EXISTING
- NEW DOOR. SEE SHEET A9
- EXIST. PLUMB. FIXTURE TO REMAIN
- NEW PLUMB. FIXTURE- SEE PLUMB. DWGS.
- V.R.S. VINYL REDUCER STRIP

RCP LEGEND

- HATCH AREA INDICATES NEW 2x2
 LAY-IN ACOUSTIC CLG TILE
 IN EXIST. GRID
- NEW 2x2 LAY-IN ACOUSTIC CLG TILE
 IN NEW GRID
- NEW 5/8" GYP. BD. ON SUSP.
 METAL FRAMING- PAINTED
- EXISTING 2x4 LIGHT FIXTURE RELOCATED
 SEE ELEC. DWGS
- NEW 2x4 LIGHT FIXTURE
 SEE ELEC. DWGS
- NEW RECESSED CAN LIGHT FIXTURE
 SEE ELEC. DWGS
- EXIST. LIGHT TO REMAIN
 SEE ELEC. DWGS.
- EXIST. FIRE SPRINKLER TO REMAIN
 SEE FIRE PROTECTION DWGS.
- EXIST. SPEAKER TO REMAIN
- EXIST. SMOKE DETECTOR
 TO REMAIN
- NEW CLG. MTD. OCCUPANCY SENSOR
 SEE ELEC. DWGS
- EXIST. MECH. FIXTURE RELOCATED
 SEE MECH. DWGS



FIRST FLOOR REFLECTED CEILING PLAN
 1/8"=1'-0"



FIRST FLOOR PLAN
 1/8"=1'-0"