

April 21, 2015

IFB Y15-1060-DG

MAIL AND LAB SAMPLES COURIER SERVICES

ADDENDUM NO. 1

This addendum is hereby incorporated into the bid documents of the solicitation referenced above. The following items are clarifications to the original document.

1. Remove Page 26 and replace with Page 26A.
2. Remove Attachment A and replace with Revised Attachment A.

All other terms and conditions remain unchanged.

ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing the applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned not later than the date and time for receipt of the bid.
- b. Receipt acknowledged by:

Authorized Signer

Date Signed

Title

Name of Bidder

**BID RESPONSE FORM
IFB #Y15-1060-DG**

The Contractor shall provide all labor and other resources necessary to provide the services in strict accordance with the scope of services defined in this solicitation for the amounts specified in this Bid Response Form, inclusive of overhead, profit and any other costs.

<u>ITEM NO.</u>	<u>DESCRIPTION</u>	<u>ESTIMATED QUANTITY</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
1.	Mail Route Stops 5 days/week (Monday - Friday)	106 days	\$_____/day	\$_____/year
2.	Mail Route Stops 3 days/week (Monday/Wednesday/Friday)	63 days	\$_____/day	\$_____/year
3.	Lab Samples Stops 7 days/week (Sunday through Saturday)	365	\$_____/day	\$_____/year

TOTAL ESTIMATED BID (Items 1 through 3) \$_____

Company Name

<p><u>IMPORTANT NOTE: When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the County's bid documents(s). Inclusion of additional terms and conditions such as those which may be on your company's standard forms shall result in your bid being declared non-responsive as these changes will be considered a counteroffer to the County's bid.</u></p>

Performance shall be as indicated on the Bid Response Form and Attachment A per Special Terms and Conditions.

Inquiries regarding this Invitation for Bids may be directed to Dorothy Gordon, Senior Purchasing Agent, at Dorothy.Gordon@ocfl.net

REVISED ATTACHMENT A
Pickup/Delivery Locations

Section A – Mail Route Stops – 5 days/week (Monday – Friday)

1. 9150 Curry Ford Road, 32825 (pickup and delivery 1st Floor – morning/afternoon)
(Note Special requirements for locations in items A-3, A-4, A-5, A-6, A-7, A-8, B-1, B-2)
2. **Pickup:** P O Box 312 at 46 E. Robinson, 32801
Deliver to: 9150 Curry Ford Road, 32825, 1st Floor (pickup and deliver once daily)
3. **Pickup:** 9150 Curry Ford Road, 32825 (pickup at 11:00 a.m.)
Deliver to: 201 S. Rosalind Avenue, 32801, 4th Floor Finance (deliver by 12:00p.m.)
4. **Pickup:** 201 S. Rosalind, 32801, 4th Floor, Finance (pickup at 3:00 p.m.)

Deliver to: **9150 Curry Ford Road, 32825, 1st Floor**
5. **Pickup:** 201 S. Rosalind – Building Division, 32801, 2nd Floor – Plans for Engineering (pickup at 7:30 a.m.)
Deliver to: 9150 Curry Ford Road, 32825, 2nd Floor (deliver no later than 8:30 a.m.)
6. **Pickup:** 9150 Curry Ford Road, 32825
Deliver to: 400 East South Street, 32801, 2nd Floor – Procurement Division and Business Development (once daily in the afternoon)
7. **Pickup:** 9150 Curry Ford Road, 32825
Deliver to: 201 S. Rosalind Avenue, 32801, 5th Floor - Administration (pickup and deliver once daily)
8. **Pickup:** 9150 Curry Ford Road, 32825
Deliver to: 109 E. Church Street, 3rd Floor, 32801 – (pickup and deliver once daily)
9. **Pickup:** 9100 Curry Ford Road, 32825 - ERWSF
Deliver to: 13000 South Orange Avenue, 32824 – (pickup and deliver once daily)
10. 8100 Presidents Drive, 32809 - 1st Floor/2nd Floor/Warehouse Suite D
(deliver and pickup – morning/afternoon)
11. 701 McCormick Road, 32703
Northwest Water Reclamation Facility NWRP

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Addendum # 1

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Main Office (deliver and pickup)

Section A – Mail Route Stops – 5 days/weeks (Monday – Friday) (Continued)

12. 2552 Lakeville Road, 32703
Western Regional Water Supply Facility
(deliver and pickup after 1:00 p.m. but before 3:30 p.m.)
13. 4760 Sand Lake Road, 32819 – SWRF Main Bldg. and Maintenance Bldg
(deliver and pickup – morning/afternoon)
14. 4200 S John Young Parkway, 32839 - Public Works (deliver and pickup – morning/afternoon)
15. 400 East South Street, 32801 - Internal Operations Centre II (deliver and pickup – morning/afternoon)
16. 1621 S Alafaya Trail, 32828 - EWRF
(deliver and pickup start at Noon)
17. 5901 Young Pine Road, 32831 - Landfill
(deliver and pickup after 12:00 Noon)
18. 9100 Curry Ford Road, 32825 – ERWSF
(deliver and pickup – morning/afternoon)
19. 9124 Curry Ford Road, 32825 - Central Lab
(deliver and pickup – morning/afternoon)
20. **Pickup:** 201 S. Rosalind, 32801 - Lockbox – located outside the building on Jackson Street side (pickup in the morning)
Deliver to: 9150 Curry Ford Road, 32825 – Customer Service, 1st Floor (deliver in the morning)

Section B - Mail Route Stops - 3 days/week (Monday/Wednesday/Friday)

1. **Pickup:** 9150 Curry Ford Road, 32825 – Monday and Friday (pickup in the morning)
Deliver to: 450 East South Street, 32801, 2nd Floor – Human Resources
(delivery in the afternoon)
2. **Pickup:** 9150 Curry Ford Road, 32825 – Wednesday (pickup at 10:00 a.m.)
Deliver to: 450 East South Street, 32801, 2nd Floor - Human Resources (deliver to HR by 12:00 noon)