

December 1, 2016

**BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA**

**ADDENDUM #1
INVITATION FOR BIDS #Y17-151-LC
EMPLOYEE SHUTTLE BUS SERVICE FOR OCCC
TERM CONTRACT**

This addendum is issued to provide clarifications/responses to questions received.

1. Question: Is there an anticipated Contract award date?
Answer: The contract will start after the Orange County Board of County Commissioner has approved the departments' recommendation of award for the IFB.
2. Question: Is there an anticipated Contract Start date or Contract Service Start date?
Answer: Same as number one.
3. Question: What are the County's payment terms?
Answer: The County's payment terms are in accordance with Florida Statute 218, Local Government Prompt Payment Act.
4. Question: Under Special Terms and Conditions, page 14, Section 1. Qualification of Bidders, Item A, indicates listing five (5) available vehicles, three (3) with kneeling ability. Is this requirement referring to the peak event shuttle bus or the Daily Shuttle vehicle(s)?
Answer: It is referring to the 40+ passenger bus.
5. Question: IFB indicates that Employee Shuttle will stay on Center Property. Is this also true for the Event Shuttles.
Answer: All shuttle vehicles will travel only on OCCC property.
6. Question: Under Special Terms and Conditions, page 16, Item 6B, Termination for Convenience, will the County consider extending section to include the bidder's ability to terminate for convenience?
Answer: No.
7. Question: Under Special Terms and Conditions, page 22, Item 16, Conditions for Emergency/Hurricane or Disaster, will the "first priority" availability of bidder's Services and Equipment be limited to supplying those goods and services as listed in this IFB's Scope of Services or will the County require that additional services and equipment also be available?

Answer: No, this only refers to services in the Scope of Services.

8. Question: Should Contact Person and Emergency Contact Person (page 28) also be affirmed as an Authorized Signatory/Negotiator (page 29)?

Answer: No, they don't have to be.

9. Question: In the List of Bid Response Documents, page 27, Item D, mentions Bid Deposit. We could find no reference to this in the IFB. Is a Bid Deposit required?

Answer: No. There is no Bid deposit required for this IFB.

10. Question: For purposes of this IFB, are current employees of the bidder that may interact with Orange County Commissioners or any staff considered as lobbyists and required to be listed on the Orange County Specific Project Expenditure Form?

Answer: Yes.

11. Question: If a firm does not engage an engage Employee Leasing Companies for the Employee Shuttle Bus Service for OCCC. Do we need to complete and sign Exhibit A, Leased Employee Affidavit?

Answer: Put N/A and sign the form.

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