

Wednesday, March 20, 2019

**BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
IFB #Y19-1010, STAFF AUGMENTATION FOR GREAT OAKS VILLAGE – COTTAGE
WORKER
TERM CONTRACT**

ADDENDUM NO. 1

The referenced Invitation for Bids is changed as follows:

QUESTIONS AND ANSWERS:

The following are questions, with respective answers, for the above Invitation for Bids:

Question 1 – Would you please provide a job description of the Cottage Worker, or highlight their main duties.

Answer – Page 24, Special Terms and Conditions, Item 14 Attachments provides an FTP link for all attachments related to this Invitation for Bids. Below is the link:

<ftp://ftp.ocfl.net/divisions/purchasing/pub/Current%20Bids%20and%20RFPs%20-%20Large%20Files/Y19-1010-MV/>

ATTACHMENT A – Florida State Statute Chapter 409
ATTACHMENT B – FDLE Criminal Background Procedures
ATTACHMENT C – Livescan
ATTACHMENT D – Florida State Statute Chapter 435
ATTACHMENT E – Job Description

Question 2 – What was your spend on Cottage Workers in 2018?

Answer – We did not have spent on cottage workers for 2018. This is a new requirement.

Question 3 - What are your current hourly rates for Cottage Workers?

Answer – We did not have spent on cottage workers for 2018. This is a new requirement.

Question 4 - On average, how many Cottage Workers do you have at one time?

Answer – Averages are not available, as this is a new requirement. The intent is 2-4 concurrent as needed.

Question 5 - Will you be transitioning current Cottage Workers if new vendors are chosen?

Answer – Please see response for question 2 of this addendum.

Question 6 - For drug testing, do you mandate 5 or 10 panel tests?

Answer – For Drug Testing we mandate 5 panel test.

Question 7 - What are your challenges today?

Answer – This a new requirement. No historical indicatives are available.

Question 8 - If the Agent Authorization Form is not applicable, does it need to be returned with our bid?

Answer – No. If the Agent Authorization Form is not applicable, it is not required to be submitted.

Question 9 – What are the days and hours of operation an employee is designated to work?

Answer – The Great Oaks Village program runs twenty-four hours a day, seven days a week, three hundred and sixty-five days a year. Employees could work either of the two shifts that we have: 6am-6pm or 6pm-6am.

Question 10 – How many employees are being requested?

Answer – Contract expectation is to have 2 to 4 workers on any given day.

Question 11 – How many years of experience are required?

Answer – Please see answer to question 1 of this addendum. See Attachment E Job Description.

All other specifications, terms and conditions remain the same.

ACKNOWLEDGEMENT OF ADDENDA

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 no later than the date and time for receipt of the bid.

Receipt acknowledged by:

Authorized Signer/Title

Date Signed