

December 7, 2018

**ADDENDUM #1
INVITATION FOR BIDS #Y19-168-AV**

FIRE PROTECTION SYSTEMS TESTING, INSPECTIONS AND REPAIRS

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents, Additions are indicated by underlining and deletions via ~~strikethrough~~.

- A. Opening date remains unchanged, Tuesday, January 8, 2019, at 2:00PM (local time)
- B. The above IFB is changed as follows:
 - 1. Pages 61-63, Qualification of Bidders, Bid Package Requirements, has been replaced with ATTACHMENT 1.

All other specifications, terms and conditions remain the same

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 no later than the date and time for receipt of the bid or proposal.
- b. Receipt acknowledged by:

Authorized Signer

Date Signed

Title

Name of Bidder

ATTACHMENT 1

QUALIFICATION OF BIDDERS

PRE-BID CONFERENCE:

[] 1. **NON-MANDATORY PRE-BID CONFERENCE**

All interested parties are invited to attend a **Non-Mandatory Pre-Bid Conference** on **FRIDAY, DECEMBER 11, 2018, 3:00PM, Facilities Management Training Room, 2010 East Michigan Street, Orlando, FL 32806.**

At this time, the County's representative will be available to answer questions, relative to this Invitation for Bids. Any suggested modifications may be presented in writing to, or discussed with, the County's representative(s) at this meeting and may be considered by said representative(s) as possible amendments to the Invitation for Bids.

BID PACKAGE REQUIREMENTS:

This bid will be awarded to a responsible, responsive bidder, qualified by experience to provide the work specified. Failure to submit the below requested information may be cause for rejection of your bid.

The determination on whether a bidder is responsible or not shall be at the sole discretion of the County. Although the County may request the submission of a minimum number of contracts similar to the requirements of this solicitation with certain minimum dimensions, quantities, dollar values, etc., the County's determination of a bidder's responsibility shall not be solely based on the number of similar procurements the bidder provides but the entirety of the bidder's qualifications.

The Bidder shall submit the following information with the bid:

- [] 1. List and provide a brief description of similar work satisfactorily completed with location, dates of contract, names, addresses and telephone numbers of owners by completing the reference sheets in the bid documents. Bidder shall provide a minimum of five (5) commercial references. Bidder may provide additional reference by copying the reference sheets provided in the bid documents.

The Contractor shall demonstrate experience and satisfactory performance in providing fire protection system maintenance and repair services for multi-site governmental or commercial locations including multi-story; Type A, governmental or commercial high level security buildings, with a minimum of 500,000 square feet, such as the Orange County Courthouse. The Contractor shall demonstrate experience with the special security requirements of a courthouse building/complex or commercial airport.

References shall include the name, position and telephone number of a contact person, size and description of the units/buildings services, and how long your company has serviced the customer.

- [] 2. The bidder shall list any contract(s) cancelled/terminated in the State of Florida in the last two (2) years, and include a brief description of the reason for the action. Also, provide name, address, and phone numbers of applicable contact persons involved in the cancellation/termination.
- [] 3. Provide a Contractor's license and relevant certification (s) pursuant to Florida Statutes, Chapter 633, Fire Prevention and Control.

The Contractor shall submit copies of relevant licenses for all sub-contractors as required to perform services.

- [] 4. Bidders shall submit evidence of employee completion of continuing education every two years in compliance with Section 633.332, Florida Statutes, and Florida Administrative Code 69A-46.017 for technicians serving this contract.
- [] 5. List of equipment and facilities available to do the work. Include a description of the bidder's manpower and equipment resources available to service the County's account.
- [] 6. Include a statement stating the ability of the Bidder to handle multiple concurrent projects with bid the response.
- [] 7. Submit proof of Certification as an authorized repair facility for at least one major fire protection systems manufacturer.
- [] 8. List of personnel, by name and title, contemplated to perform the work. All personnel provided by the Contractor, shall be qualified, trained, competent, experienced, and skilled in the work to be performed. All current and future employees shall have a minimum of five (5) years' experience performing similar work. Include copies of relevant certifications and training received from manufacturers, national associations and/or trade schools for service technicians. Include resumes demonstrating required experience to this contracted service for management and service personnel.
- [] 9. Bidders shall disclose any violations filed by the State Fire Marshall's Office within the past three (3) years along with their bid. The County will review the violation(s) and determine whether violations are of a nature that would warrant the rejection of the bid as non-responsive. Failure to disclose any violation may result in disqualification
- [] 10. Provide a copy of the Bidders' quality assurance plan.
- [] 11. The Contractor shall prepare and submit a Safety Plan to ensure that work performed herein conforms to contract requirements. The Facilities Management Contract Administrator will review the Safety Plan and provide comments to the Contractor within ten (10) business days after contract award.

-] 12. Submit proof, in the form of a business tax receipt that demonstrates that the company has been in business a minimum of five (5) years and has a minimum of five (5) years of similar experience in fire protection systems inspections, testing, preventative maintenance services, repairs, and replacement of the same.
-] 13. Authorized Signatories/Negotiators
-] 14. Drug-Free Workplace
-] 15. Schedule of Sub-contracting
-] 16. Conflict/Non-Conflict of Interest Form
-] 17. E-Verification Certification
-] 18. Current W9
-] 19. Relationship Disclosure Form
-] 20. Orange County Specific Project Expenditure Report.
-] 21. Agent Authorization Form (if Applicable)
-] 22. Leased Employee Affidavit (if Applicable)
-] 23. Information for determining Joint Venture Eligibility
-] 24. Contract Y19-168-AV, Counterpart (1), signed without exception to terms and conditions. Counteroffers shall not be allowed.
-] 25. Bid Response Form

By submittal of a bid, the bidder agrees that the County shall make the sole determination as to whether or not sufficient experience and expertise exist and the bidder's protocol is sufficient to achieve the desired results.

Failure to submit the above requested information may be cause for rejection of your bid.

Company Name