



**Office of the Vice President
and Chief Financial Officer**

Procurement Services

<http://purchasing.ufl.edu/>

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December 15, 2017

ADDENDUM NUMBER 1 ON INVITATION TO BID ITB18KO-113

TITLE: Career Resource Center Graphics and Exhibits

Bid opening will be held January 11, 2018 at 2:00 PM in UF Procurement Services, 971 Elmore Drive, Gainesville, FL 32611.

This addendum shall be considered part of the Contract Documents for the above mentioned project as though it had been issued at the same time and incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original Contract documents, this addendum shall govern and take precedence. Bidders are hereby notified that they shall acknowledge receipt of the addendum.

NOTES:

See attached responses to questions asked prior to the deadline of December 12, 2017 at 5:00PM.

A handwritten signature in blue ink that reads "Karen Olitsky".

Karen Olitsky
Procurement Agent III

**PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM 1 AND RETURN WITH YOUR BID.
FAILURE TO ACKNOWLEDGE THIS ADDENDUM COULD CONSTITUTE REJECTION OF YOUR BID.**

VENDOR NAME

VENDOR ADDRESS

SIGNATURE

Questions and Responses

Q1. GR-1 shows quantity of 12 graphics, but there are 13 locations shown on Key Plan. Which is the correct final number?

A1. On SHEET 8.06, Elevation 1, the graphics are divided into two locations, but it is actually one continuous graphic. Total quantity is 12.

Q2. Wall graphics are shown to stop at top of 4" base. Is this base existing?

A2. This is new construction, base is provided by others.

Q3. On GR-1.C is states to print on Dusted Crystal Vinyl. Is that correct? Typically the Dusted vinyl is not printed on. Just want to clarify that it will be printed on and not a typo.

A3. The spec is correct. We have had great success printed to 3M Dusted Crystal.

Q4. Can you confirm that if the bid is under \$200,000.00 per 20.1, a bond is not required for the project?

A4. Correct.

Q5. Can you confirm that Cannon Design will be providing all production-ready artwork files? Or should awarded contractor include budget to prepare final artwork?

A5. CannonDesign will provide all production-ready artwork as required. Artwork will be created and full or half scale.

Q6. Has an overall construction schedule been prepared, and can this be shared? If not, is there an expected start date and completion date?

A6. The project will be ready for installation the last week of May and the Center has a grand opening planned for July 1. If this date for installation is not achievable we will work with the awarded company.

Q7. Will awarded contractor be working with a GC?

A7. No.

Q8. Are bidders/contractor considered prequalified under 00100-2 1.7, or should we submit qualifications with our bid?

A8. Submit qualifications with your bid.

Q9. Item 4(d) of the Invitation to Bid states that payment will be made after items have been received and inspected, but Item 15.3 indicates that monthly invoicing is permitted. Please confirm that monthly payment will be made for work performed offsite and materials purchased but not delivered to site in the previous 30 days.

A9. Partial payments can be made for work performed offsite and materials purchased, but full payment will not occur until after installation.

Q10. What permits and/or building code requirements would awarded contractor be expected to acquire per sections 4.2.2/4.2.3/13.3?

A10. A permit will be required for any work which affects life safety and electrical.

Q11. Per Item 1.7.B.1 – who is the government agency that we need to be licensed through?

A11. Florida Department of Business and Professional Regulation.

Q12. Per Item 6.6, the Builder will be responsible for the security of the project. Please indicate the condition and security anticipated for the building at the time of installation so we can plan accordingly.

A12. The awarded company will be responsible for securing their own equipment and work.

Q13. Per Item 15.3, please define “whatever supporting information the Owner or the Professional requests...”

A13. Photographs of materials and work completed off site.

Q14. Per Item 15.10.2, please indicate at what phase of the project a direct purchase program may be implemented and to what magnitude.

A14. We will not be using the Owner Direct Purchase Program on this scope of work.

Q15. Per Division 0, item 1.2, please indicate requirements for good faith efforts for MWBE opportunities.

A15. If your company qualifies for this program or any of your suppliers, please list them in your proposal.

Q16. Will lien waivers be required for this scope of work per 15.3.1?

A16. If there is a notice to owner of a lien, then a waiver will be required before final payment.

Q17. Will any Florida state licenses be required for this scope of work per 15.9?

A17. Only for any trade which requires a Florida license per Florida Department of Business and Professional Regulation.

Q18. Where will the kickoff meeting take place, and will this be in-person or can it be performed over conference call per 01014-7 1.11?

A18. It can take place via conference call and has not been scheduled.

Q19. Does the project manager need to have OSHA 30 certification? (p.63)

A19. No.

Q20. Will criminal background checks be required for each employee that is on-site? (p.71)

A20. Yes.

Q21. Will there be a requirement to submit a Solid Waste Management Plan? (pg.100)

A21. No.

Q22. The contract mentions a requirement for builder's risk insurance. This type of insurance is not pertinent to the scopes required in these contracts and we have had trouble getting this coverage in the past. In previous projects our installation floater has been an acceptable substitute. May we use the installation floater in lieu of builder's risk for this project? (p.51)

A22. Yes.

Q23. As an out of state company, will we be required to pay Florida use tax?

A23. Depending on where materials are purchased, contractor may be required to pay Florida sales or use tax. See Florida Department of Revenue's website for more information on Florida sales and use Tax.

http://floridarevenue.com/taxes/taxesfees/Pages/sales_tax.aspx

<http://floridarevenue.com/faq/Pages/FAQSearch.aspx?Cat=4&Subcat=43>