



Office of the Vice President
and Chief Financial Officer
Procurement Services
<https://procurement.ufl.edu/>

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September 9, 2019

ADDENDUM NUMBER 1 ON INVITATION TO BID ITB20KO-107

TITLE: Job Order Contracting – General Contractors

Non-mandatory pre-bid meeting was held for Lot 1 (Gainesville) on August 26, 2019 at 8:30 AM and Lot 2 (St. Augustine) on August 27, 2019 at 10:00AM. **Bid opening** will be held September 19, 2019 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:

- 1. See attached responses to Contractor questions.

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 Answers

- Q1. The qualifications refer to a certified general contractor license (GC license) however is a certified building contractor license (CBC License) acceptable?
- A1. Yes.
- Q2. Due to the reference to the Davis-Bacon Act in the Bid Documents, is certified payroll required on all projects?
- A2. No. Only federally funded projects.
- Q3. Are there any time constraints for projects? Will there be any after-hours work?
- A3. Time constraints and afterhours work vary project to project. Any time constraints or after-hours work will be communicated during the planning phase of the project.
- Q4. We have not participated or graduated from UF's Mentor Protégé Program. Can you briefly explain what this program is? How do we register for the UF mentor protege program?
- A4. UF's Mentor Protégé Program is owned by UF Small Business & Vendor Diversity Relations Department. More information about this program can be found here: <https://sbvdr.admin.ufl.edu/initiatives/mentor-protege-program/>
- Q5. Referring to UF's Mentor Protégé Program, what does the 'statement of agreement to participate during term of contract' say specifically & does this need to be signed or approved by someone from UF?
- A5. Provide a statement on your company's letterhead agreeing to participate in the Mentor Protégé Program during the term of the contract. This statement does not need UF signature.
- Q6. Section 1.8.B.4 begins with "List experience and training of respondents." Can you please clarify what is required?
- A6. List and briefly describe five (5) projects of similar complexity that are described in Section 1.8.A complete with location, date of completion, names of contract, and names, addresses and contact information (phone and email) of owners within the last three (3) years.
- Q7. Section 1.8.B.5 "Proof of a staffed office with available construction personnel located within 60 miles of the Gainesville..." What specific documentation is required for proof?
- A7. Provide a screenshot of the driving distance between your staffed office to the address provided in the Bid Documents using Google Maps or a similar driving distance calculator.
- Q8. Section 1.8.B.6 "Proposed personnel", is this specific to who would be working with UF or all Superintendent(s) & Project Manager(s) within the company?

- A8. Provide a proposed list of personnel that will be working with UF if your company is awarded a contract.
- Q9. Section 1.9.B – Bidders percentages – Can you explain/clarify what this is exactly and what is required?
- A9. Definitions for General Conditions Costs, Staffing Costs and General Contractor’s Overhead & Profit can be found in Section 00200 – Definitions.
- Q10. As this bid is for creating a pool of contractors, what do we enter in the "reason for not submitting bid" box?
- A10. If you are submitting a bid, you may leave that box blank.
- Q11. Does this bid need to be hand delivered as per requirements? Or can it be emailed?
- A11. One hard copy and one electronic copy on USB flash drive or CD/DVD is required and may be hand delivered or sent by mail/courier. Emailed bids will not be accepted.
- Q12. Who should be named “additional insured” on the general liability and auto liability policies?
- A12. The certificate holder shall be named “additional insured” on the liability policies. The certificate holder shall read:
- University of Florida Board of Trustees
Procurement Services
PO Box 115250 / 971 Elmore Drive
Gainesville, FL 32611-5250
- Q13. What will be required to be submitted for this bid?
- A13. Bid submittal requirements:
- Completed and signed Invitation to Bid Construction Acknowledgement Form
 - Completed Section 00310 - Bid Proposal
 - Proof of applicant’s (not individual’s) current State of Florida General Contractor’s License or Certified Building Contractor License pursuant to Section 489, Florida Statute
 - Proof of Insurance as required in Article 19 of the General Terms and Conditions
 - Proof of graduation from University of Florida’s Mentor Protégé Program or a statement of agreement to participate during term of contract
 - List experience and training of respondents. List and briefly describe five (5) projects of similar complexity that are described in Section 1.8.A complete with location, date of completion, names of contract, and names, addresses and contact information (phone and email) of owners within the last three (3) years
 - Proof of a staffed office with available construction personnel located within 60 miles of the Gainesville or St. Augustine area (depending upon bid package) as referenced in Section 00003 – Introductory

- Proposed personnel: List all Superintendent(s) and Project Manager(s) proposed for project staffing

Q14. For Lot 2, St. Augustine, does that include Whitney Lab?

A14. Whitney Lab is managed by UF in Gainesville and would be covered by Lot 1.

Q15. For Lot 2, is there a list of the structures/buildings covered?

A15. Please see UF's Historic St. Augustine website for a list of properties.

<http://www.staugustine.ufl.edu/about.html>

Q16. Is there an estimate of the number of projects of certain sizes available, such as how many up to \$50,000, how many \$50,000 to \$100,000, etc.?

A16. Below is an approximate number of projects during the current contract period. (November 24, 2016 to current).

	ITB17KO-109 - Lot 1	ITB17KO-109 - Lot 2
up to \$10K	179	32
\$10K to \$50K	68	13
\$50K to \$100K	6	3
\$100K to \$150K	5	1
\$150K to \$200K	1	0