



Office of the Vice President  
and Chief Financial Officer

Procurement Services

<https://procurement.ufl.edu/>

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August 17, 2022

**ADDENDUM #1** to the University of Florida ITN23LD-105 Plant and Soil Sample Analysis (the "ITN") scheduled to be opened on August 25, 2022 at 2:00 pm at the University of Florida, Elmore Hall Conference Room, Radio Road, Gainesville, Florida.

This addendum shall be considered part of the Contract Documents for the above mentioned **ITN23LD-105** as though it had been issued at the same time and incorporated integrally therewith. Where provisions of this Addendum #1 differ from those of the ITN, the ITN shall govern and take precedence. All other terms, conditions, and regulations will apply.

**This addendum consists of:**

1. Responses to ITN Questions submitted by August 10, 2022.

Sincerely,

Lisa Deal

Asst. Vice President & Chief Procurement Officer

**Please acknowledge receipt of Addendum #1 by signing below and returning this addendum with your response. Failure to include addendum with your proposal may result in rejection.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Address

\_\_\_\_\_  
Company

## Questions and Answers

1. What is the time frame for receiving the soil samples and the tissue samples?

Samples for the large project will begin being collected and sent to the lab for testing anytime between contract award (possibly as soon as the end of August 2022) and July 2023. If the funding for the project is extended, testing will continue into FY 2023-2024.

Beyond the large project, there is no set timeline. Any UF unit needing testing could request samples through the end of the contract.

2. How many locations will be submitting samples?

For the large project at least two or three UF locations will be submitting samples. Samples will originate from the Southwest Florida Research and Education Center in Immokalee and the Hastings Agricultural Extension Center, and possibly from the Gulf Coast Research and Education Center in Balm

Beyond the large project, any unit at UF could be submitting samples.

3. Does each of the 14,832 soil samples require 4 Ps – Mehlich 3 P; Mehlich 1 P; Bray P and more precisely Bray P1; and Olsen P?

Yes

4. Our company has multiple agricultural labs. Each of our labs do not offer the same menu of analyses packages, does this ITN require all of the analyses to be performed by only one of our labs?

For the large project the same lab needs to do all the samples, to eliminate possible error due to procedural variations that may occur between lab locations.

For testing requested outside the large project, the work can be sent to any lab that can handle the work but invoices need to come from the same place and turnaround times need to be clearly defined. In the ITN response, indicate whether UF needs to send the samples to different labs, or the supplier will handle getting samples to the correct lab

5. Will someone provide us with a copy of the header row for your Excel data reports?

See Addendum Exhibit 1, excel spreadsheet, available from UF Procurement Services website, see <https://procurement.ufl.edu/vendors/schedule-of-bids/> scroll to ITN23LD-105, click on Addendum 1, Exhibit 1