



**MEMORANDUM**

**ADDENDUM NO. 2**

Date: May 5, 2020  
To: Proposers  
From: Windy Spatafora, CPPB, FCCN, FCCM  
Commodities & Contractual Services Manager  
Florida's Turnpike Enterprise  
Subject: DOT-ITN-20-8029-WS

Bidders and other interested parties are informed that the above referenced documents are hereby revised, changed and supplemented as set forth below:

- 1. Due to restrictions/limitations concerning COVID-19 (Coronavirus), the Florida Department of Transportation is allowing the electronic submission of Replies. (See attached REVISED Submission Instructions)

**Acknowledgement of Receipt**

*Acknowledgement of receipt of Addendum No. 2 shall be identified by signing below and enclosing same with your Bid Blank.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Authorized Signature)

Print/Type Name: \_\_\_\_\_ Title: \_\_\_\_\_

Firm: \_\_\_\_\_

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

## Instructions for Electronic Submission of Replies

Due to restrictions/limitations concerning COVID-19 (Coronavirus), the Florida Department of Transportation is allowing the electronic submission of Replies. Please follow the instructions below.

Failure to follow these instructions, may result in your Reply being found non-responsive.

Nonresponsive replies will not be evaluated.

- Replies shall be submitted to: [TP.Purch@dot.state.fl.us](mailto:TP.Purch@dot.state.fl.us)
- Subject Line must show: DOT-ITN-20-8029-WS – (Insert Vendor's Name)
- All replies submitted electronically shall contain two file attachments and be marked as follows:

FILE I – QUALIFICATIONS QUESTIONNAIRE/**TECHNICAL PROPOSAL** – (Insert Vendor's Name)

To Include:

- Attachment "A" Qualifications Questionnaire (includes all required information)
- Attachment "B" Appraiser of Record
- Forms 1 through 3 (4 & 5 if applicable)
- Addendum Acknowledgement(s)

FILE II - PRICE PROPOSAL - (Insert Vendor's Name)

To Include:

- Price Proposal-Pages C-1 – C-2

### NOTES:

- Documents shall be submitted in portable document format (PDF) and have a size limit of 25MB.
- The Vendor must include any materials it asserts to be exempted from public disclosure under Chapter 119, Florida Statutes, in a separate attached document labeled "Attachment - Confidential Material". The Vendor must identify the specific Statute that authorizes exemption from the Public Records Law. Any claim of confidentiality on materials the Vendor asserts to be exempt from public disclosure and placed elsewhere in the reply will be considered waived by the Vendor upon submission, effective after opening.
- The body of the email shall not contain any information
- It is the proposer's responsibility to assure that the reply (Qualifications Questionnaire and Price proposal) is delivered to the proper place **on or before** the Reply Due date and time (See Introduction Section 2 Timeline).

Replies which for any reason are not so delivered will not be considered.

- By submitting a reply, the Respondent represents that it understands and accepts the terms and conditions to be met and the character, quality and scope of services to be provided.
- All replies and associated forms shall be signed and dated in ink by a duly authorized representative of the Respondent.
- Each Respondent shall fully acquaint itself with the conditions relating to the performance of the services under the conditions of this Invitation to Negotiate. This may require an on-site observation.