



STATE OF FLORIDA  
**DEPARTMENT OF MANAGEMENT SERVICES**  
**INVITATION TO NEGOTIATE ("ITN") FOR LEASED SPACE**  
Florida Department of Health  
Division of Disability Determinations  
Lease Number: 640:0394 – Miami-Dade County

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**ITN AMENDMENT**

The State hereby formally amends the solicitation as outlined on the following pages of this Amendment. In all other respects, the ITN of which this is an Addendum, and attachments relative thereto, shall remain.

**FLORIDA DEPARTMENT OF HEALTH  
ITN6400394**

**KEY ITN DATES**

| <u>Date and Time</u>           | <u>Item/Task</u>   |
|--------------------------------|--|
| <u>03/30/2015 – 05/05/2015</u> | Dates ITN advertised in Vendor Bid System<br><a href="http://vbs.dms.state.fl.us/vbs/vbs_main_menu">http://vbs.dms.state.fl.us/vbs/vbs_main_menu</a> |
| <u>04/13/2015 @ 2:00 PM</u>    | Deadline for submitting questions related to this ITN.   |
| <u>04/15/2015</u>              | Date answers to questions will be posted.  |
| <u>05/05/2015 @ 2:00 PM</u>    | Deadline for Receipt of ITN Replies.   |
| <u>05/05/2015 @ 2:05 PM</u>    | Date and Time ITN Replies will be opened.  |
| <u>Location of ITN Opening</u> | Florida Department of Health<br>4052 Bald Cypress Way, Room 345P<br>Tallahassee, Florida   |
| <u>05/07/2015 – 05/15/2015</u> | Time Period for Agency Site Evaluations.   |
| <u>05/13/2015 – 05/14/2015</u> | Time Period for Agency Site Visits.  |
| <u>05/15/2015 – 05/29/2015</u> | Time Period for Negotiation with Preferred Candidates.   |
| <u>06/02/2015</u>              | Estimated date of Notice of Intent to Award.   |
| <u>07/03/2015</u>              | Estimated date of Lease Execution.   |

Department of Health  
 Division of Disability Determinations  
 Preliminary Miami Electrical Requirements  
 10/17/2014

*See SSA IWS/LAN Specifications*

|  |  |
|--|--|
| <b>Reception Area</b>  |  |
| Receptionist office  | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex; duress/panic alarm  |
| Public lobby area  | 2-housepower duplex; 1-voice   |
| Hearings / Interview Room (6)  | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex; duress/panic alarm in each room   |
| Hearings Video Conference Room (2)   | 2-voice; 2-data; 1-IG/dedicated duplex; 2-housepower duplex;   |
| Hearings / Interview Public Waiting Room   | 1-voice; 1-housepower duplex   |
| <b>Hard Offices</b>  |  |
| AOPA – window office   | 2-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex  |
| POA (2) – window office  | 2-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex  |
| <b>Modulars Offices</b>  |  |
| PRO – 10x10 modular  | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex  |
| Trainer – 10x10 modular  | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex  |
| OM-D – 10x10 modular   | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex  |
| Clerical Support Supv. (2) – 10x10 modulars  | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex in each office   |
| Unit Supervisors (20) – 10x10 modulars   | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex in each office   |
| SPA – 10x10 modular  | 2-voice; 2-data; 1-IG/dedicated quad; 1 house power duplex   |
| Hearings Officers (7) – 10x10 modulars   | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex in each office   |
| Staff Assistant – 10x10 modular  | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex  |
| Accountant – 10x10 modular   | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex  |
| <b>Modular Workstations</b>  |  |
| 125 – 8x8 (adjudicative/clerical staff)<br>55 – 6x6 (contract doctors, prefer 6’x6’) | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex in each office Pre-wired panels (voice/data/IG/house power), UL listed and CSA certified from manufacturer; 4-circuit, 8-wire power system with 3+1 configuration; power harnesses provided by modular vendor; owner to provide licensed electrician/cabling vendor to make the voice/data/electrical connections.                                     |
| <b><u>Modular Offices &amp; Workstations</u></b>                                     | <b><u>All Modular Workstations are expected to be fitted with work surfaces that raise and lower electrically. This may require additional electrical circuits, in-feed cables, connections and/or poles. Electrical modular workstations cannot exceed one (1) pole, per four (4) 8x8 and/or 6x6s workstations, and not more than one (1) pole, per two (2) 10x10 workstations unless otherwise directed.</u></b> |
| <b>Information Technology</b>  |  |
| Lan room / Office Operations   | 6-voice; 10-data; 10-quadruplex IG/dedicated outlets; 6-   |

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|                                    |   |
|------------------------------------|---|
|                                    | 20amp/110V circuits   |
| IT storage / receiving / work room | 1-voice; 2-data; 1-IG/dedicated quad; 1-housepower quad.                            |
| Security room                      | 2-voice; 1-data; 1-IG/dedicated duplex; 1-housepower duplex                         |
| Secondary wiring closet            | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex                         |
| HSPD Security Screening Room       | 1-voice; 2-data; 1-IG/dedicated duplex; 1-housepower duplex                         |
|                                    |   |
| <b>Conference Room/Training</b>    |   |
| Office conference room             | 5-voice; 5-data; 5-IG/dedicated duplex; 5-housepower duplex                         |
| Office training center             | 30-voice; 30-data; 30-IG/dedicated duplex; 6-housepower duplexes                    |
| 10-12 person conference room (3)   | 1-voice; 1-data; 1-IG/dedicated duplex; 1-housepower duplex in each conference room |
|                                    |   |
| <b>Other</b>                       |   |
| Kitchen / break room               | 1-voice; 1-data; 1-IG/dedicated duplex/ 4-housepower duplex                         |
| Mail room                          | 1-voice; 1-data; 1-IG/dedicated duplex; 2-housepower duplex                         |
| Storage rooms (4)                  | 1-voice; 1-data; 1-IG/dedicated duplex; 1-housepower duplex in each storage room    |
| Copy work areas (3)                | 2-voice; 4-data; 2-IG/dedicated quad; 1-house power quad                            |
| Open work areas (5)                | 1-voice; 1-data; 1-IG/dedicate duplex; 1-housepower duplex in each work area        |
| Records storage room               | 1-voice; 1-data; 1-IG/dedicate duplex; 1-housepower duplex                          |
| Security Guard                     | 1-voice; 1-data; 1-IG/dedicate duplex; 1-housepower duplex                          |
|                                    |   |

Department of Health  
Division of Disability Determinations  
Preliminary Miami Special Requirements  
03/16/2015

**Intrusion Detection System (IDS)**

- Agency will purchase and install IDS
- IDS to cover interior office space and all points of entry

**Security**

- Security system panels to be housed in a room (small) separate from computer and phone rooms
- Locks on specified doors
- Locks to be keyed the same on specified doors
- Electronic security keypads/card readers on specified doors

**Perimeter Office Security**

- Space in a multi-tenant building should be self-contained to the highest extent possible.
- Perimeter doors constructed of solid wood core or metal sheathed
- Non-rising hinge pins on perimeter doors
- Peepholes/windows (side lites, wire mesh inserts for security) in perimeter doors where visibility is restricted
- Windows constructed with adequate locks if they are not non-opening windows
- Wire mesh, reflective film, bars, or shatter proof glass on windows determined to require extra security
- Skylights and roof hatches properly secured
- If a multi-tenant building, perimeter walls have slab-to-slab construction or office is self-contained
- Nighttime security lighting, especially at entrances
- Landscaping next to building kept trimmed back to discourage unauthorized entry
- Utility boxes locked to prevent tampering

**Internal Office Security**

- Bullet-resistant window at receptionist office
  - Glass window with pass-through; 48” high x 36: wide
  - 48”x10” work surface on each side of window
- Mail room, storage room, wiring closet, telephone closet, IT work room, HSPD room, and security closet (all restricted areas) secured with locking doors
- Separate waiting room for claimants attending hearings.
- Locking solid core door with window for Hearings/Interview rooms with access to hearings lobby/waiting area.
- Viewing window in hallway wall of Hearings/Interview rooms.
- Door(s) with window and secured by interior IDS entering into DDD secured space from the Hearings/Interview rooms
- Claimant door(s) secured by exterior IDS entering into hearings room.
- Hearings room layout to be a split-office design; wall separating claimant from hearings officers, bullet resistant glass/communication perforations window in the wall, 30” counter space on both sides
- Hard office for on-site security guard

**Doors:**

- Solid core exterior doors

- Windows (wire mesh inserts for security) in specified doors

**Telephone/VOIP Room:**

- Slab-to-slab construction or chain link fencing, heavy wire mesh, or motion sensor devices in the space between the false ceiling and the true ceiling of the facility.
- Dedicated HVAC system with thermostat control located inside server room
- 4' x 8' x 3/4" painted plywood
- 2" conduit for cabling
- Two (2) 20 amp/110V electrical circuits
- Four (4) quadraplex isolated ground dedicated outlets

**HSPD Security Room:**

- Slab-to-slab construction or chain link fencing, heavy wire mesh, or motion sensor devices in the space between the false ceiling and the true ceiling of the facility.
- 2" conduit for cabling
- Two (2) 20 amp/110V electrical circuits
- Four (4) quadraplex isolated ground dedicated outlets

**Wiring Closet**

- Slab-to-slab construction or chain link fencing, heavy wire mesh, or motion sensor devices in the space between the false ceiling and the true ceiling of the facility.
- Dedicated HVAC system with thermostat control located inside server room
- 4' x 8' x 3/4" painted plywood
- 2" conduit for cabling
- Two (2) 20 amp/110V electrical circuits
- Four (4) quadraplex isolated ground dedicated outlets

**Computer Room**

- Slab-to-slab construction or chain link fencing, heavy wire mesh, or motion-sensor devices in the space between the false ceiling and the true ceiling of the facility
- Door to be solid wood core
- Door secured by IDS and a lock that is keyed separately from all other locks
- Hinges on computer room door to face inward (not visible when the door is closed) or have non-rising hinge pins
- Environmental controls that address water and temperature
- Dedicated HVAC system with thermostat control located inside server room
- 4' x 8' x 3/4" painted plywood
- 2" conduit for cabling
- Six (6) 20 amp/110V electrical circuits
- Ten (10) quadraplex isolated ground dedicated outlets
- Minimum 18" raised floor.

**On-Site Generator:**

- Outside space to house diesel generator (500KW standby, 277/480V, 3-phase, 60HZ).
- Generator to be purchased by DDD via Invitation to Bid (ITB). Work & DDD costs include, but are not limited to; architectural/engineering/landscaping design city & county code review & approval; building permit & impact fees; generator pad; required fencing, gates, landscape, & irrigation if applicable; materials, labor, start-up & load testing; electrical materials & labor for installation & connectivity to new office space, including but not limited to transfer switch[s], circuit breaker[s], NEMA 3R box[s].

### **Satellite Dish**

- Roof mounted satellite dish to be mounted on new location
- Relocation, wiring, installation expense handled by SSA/DDD

### **Fire Alarm System**

- Addressable fire alarm control panel and intelligent field devices for a functional fire alarm system

### **ADA (mandatory):**

- ADA door opener/mushroom button required at main entrance door, both exterior and interior
- ADA door opener/mushroom button required at interior secured doors, both exterior and interior
- Restrooms

### **Signage:**

- Signage at main entrance (if applicable)
- Signage on exterior of building
- Program signage on the interior

### **Mailroom:**

- Provide open-ended mail sorting bins 8" H x 12" W x 12" D with work counter 30" off the floor in front of bins. Location of sorting bins and counters designated by agency. Total not to exceed 150.
- Provide standing height counter top work area with cabinetry for storage.
- Provide double doors to allow for each pickup and delivery.

### **Modular Furniture:**

- Agency will purchase and install modular furniture
- Pre-wired panels UL listed and CSA certified
- Four-circuit, eight wire system
- Licensed electrician (provided by owner) responsible for electrical connections
- Power harnesses provide by modular vendor.
- Licensed electrical/cablng vendor (provided by owner) responsible for voice and data connections.
- All Modular Workstations are expected to be fitted with work surfaces that raise and lower electrically. This may require additional electrical circuits, in-feed cables, connections and/or poles. Electrical modular workstations cannot exceed one (1) pole- per four (4) 6x6s and/or 8x8 workstations, and not more than one (1) pole-per two (2) 10x10 workstations, unless otherwise directed.

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### **Floor Covering (or must meet current DMS standards):**

- Minimum 68 oz weight, 26 face weight
- Minimum 6 or 6-6 branded nylon loop commercial grade
- Minimum ceramic class 5 tile or non-slip vinyl sheet flooring

### **Window Covering:**

- Blinds or shades and energy saving film or tint

### **Lighting:**

- Use of low emission bulbs throughout entire space (example: Sylvania FO32/735/ECO - 32W - T8 - Medium BiPin – 3500K)

**Parking:**

- Minimum four (4) dedicated spaces per 1,000 square feet
- In addition, minimum five (5) ADA handicapped

**Rest Rooms:**

- Staff (Ladies): 2
- Staff (Men's): 2
- Staff (Unisex): 1
- Public (Ladies) outside DDD secured space: 1
- Public (Men's) outside DDD secured space: 1
- Public (Unisex) outside DDD secured space: 1
- All to include sink soap dispensers, paper towel holders, seat cover holders in ladies restrooms (seat covers to be provided by owner's janitorial service)

**Refrigerated Drinking Fountains:**

- Quantity: 4
- Location: in close proximity to each restroom (including public), break room, and janitor's closet

**Janitorial Services**

- Must be provided during daytime working hours (7:30 – 5:30), Monday through Friday.

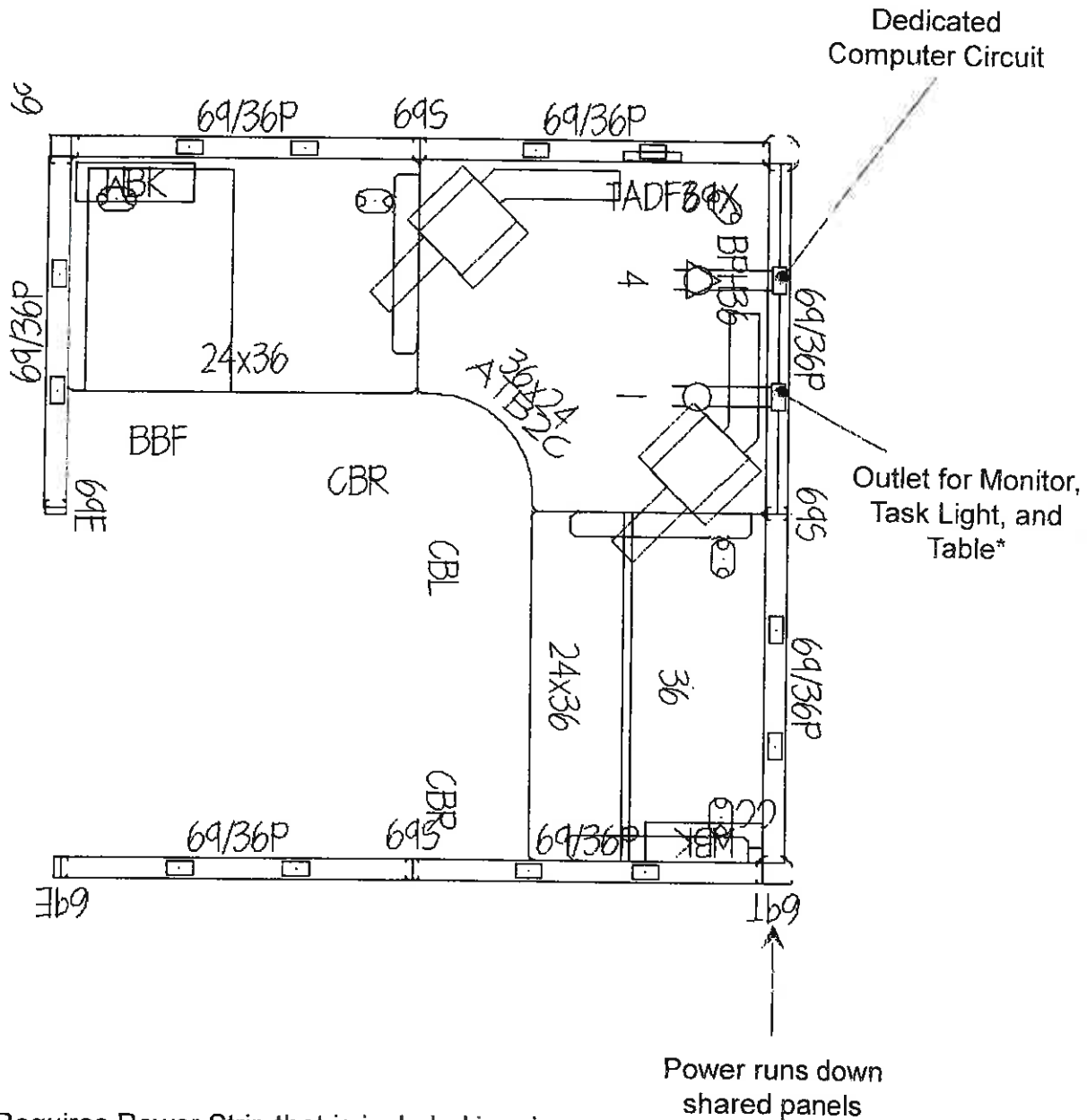
**Security Clearance/Background Investigations Screening for DDD Vendors**

- All contractors and subcontractors associated with equipment installation, building, and equipment repair or maintenance are to be appropriately background screened before being admitted into a DDD leased facility. This includes vendors providing the office's day-to-day activities such as cleaning crews, general maintenance staff, and building maintenance and emergency repair contractors.
- **DDD background screening will include, but is not limited to, a criminal felony/misdemeanor search, Social Security Trace search, nationwide background search, and employment search if applicable for all addresses that result from a social security number trace within the past seven (7) years.**
- If the vendor does not have appropriate credentials (i.e., documentation to include vendor's name, date of birth, and social security number) or is simply delivering equipment, moving furniture, etc. they will be accompanied by a DDD employee for the duration of the visit.
- All visitors and vendors must sign the daily activity/visitor's log.



# 6 X 6 STATION: Electrical

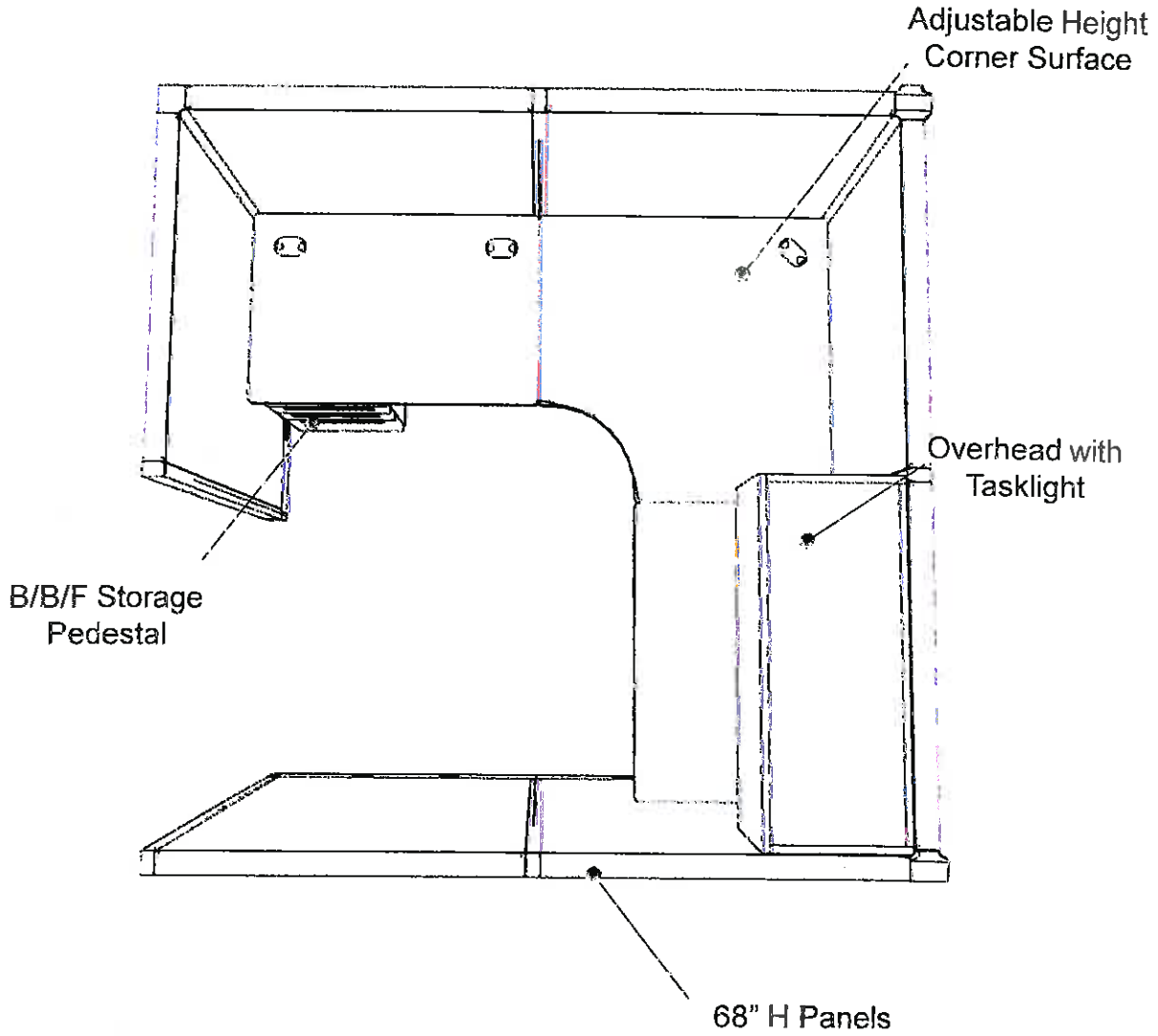
ALLSTEEL CONCENSYS



\* Requires Power Strip that is included in price

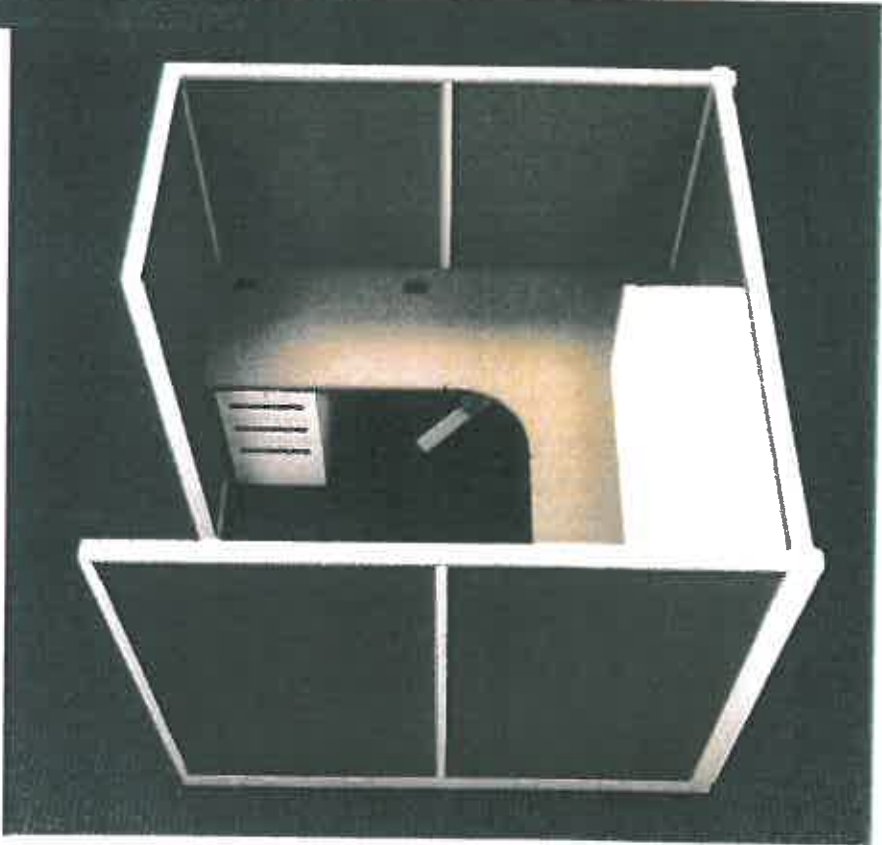
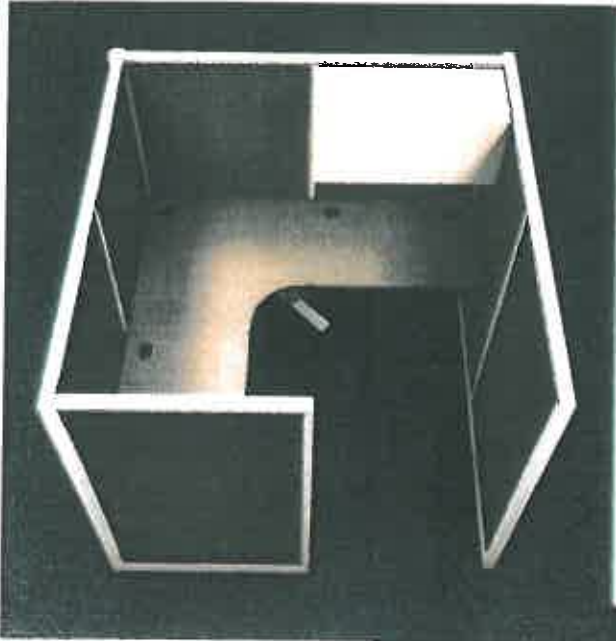
# 6 X 6 STATION: Layout

ALLSTEEL CONCENSYS



# 6 X 6 STATION

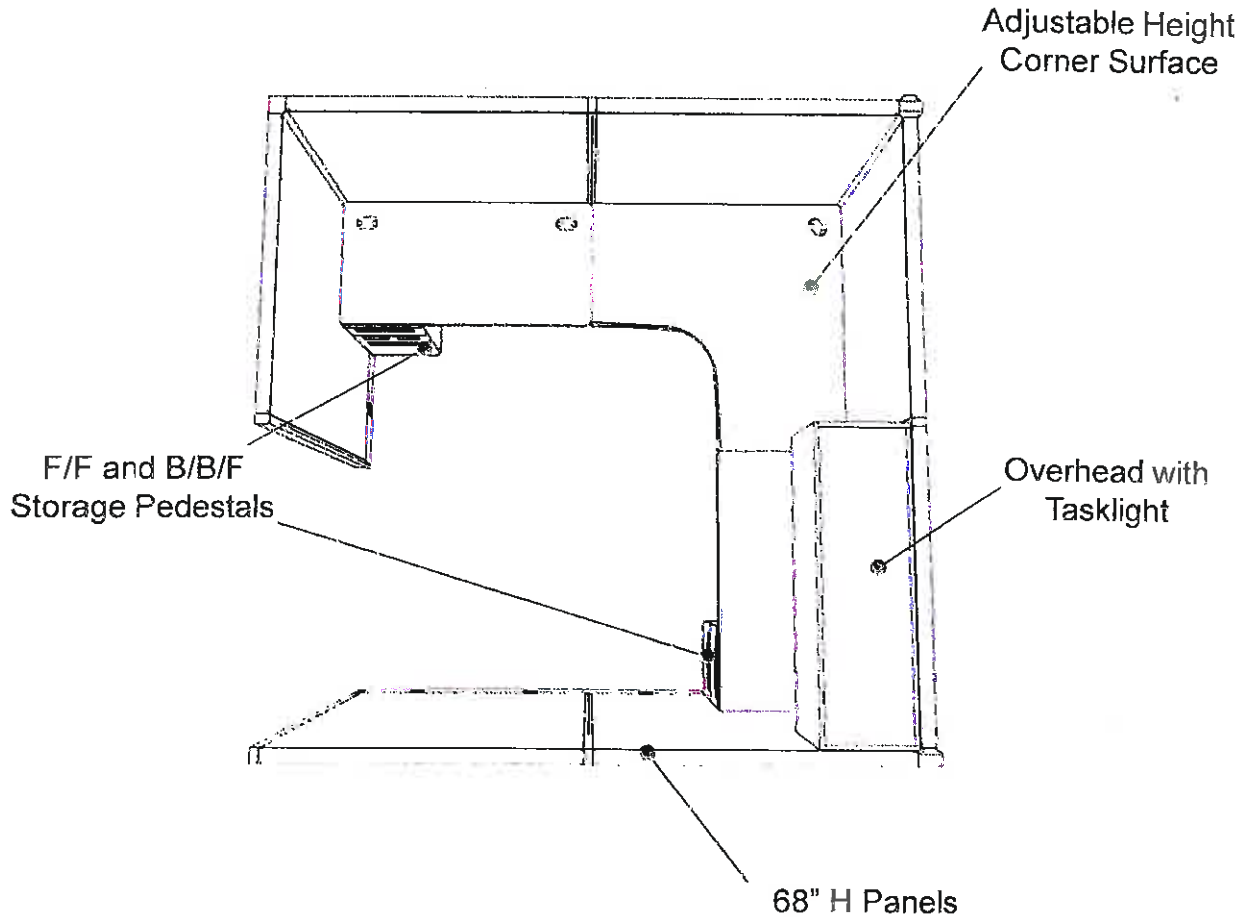
ALLSTEEL CONCENSYS





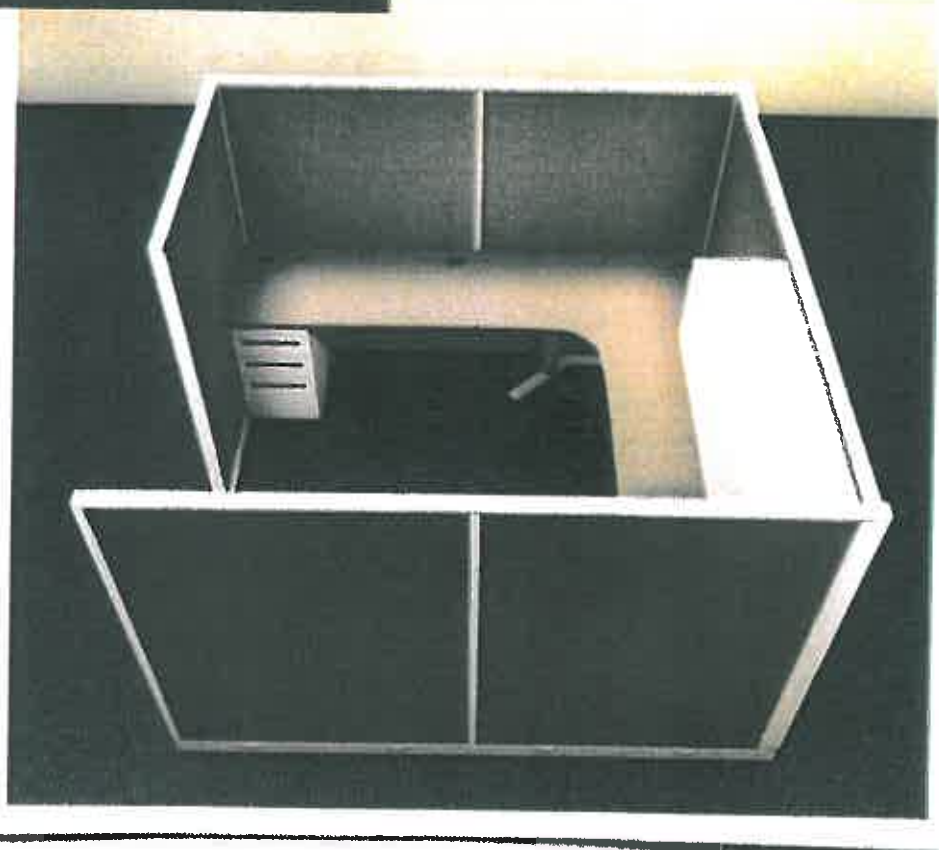
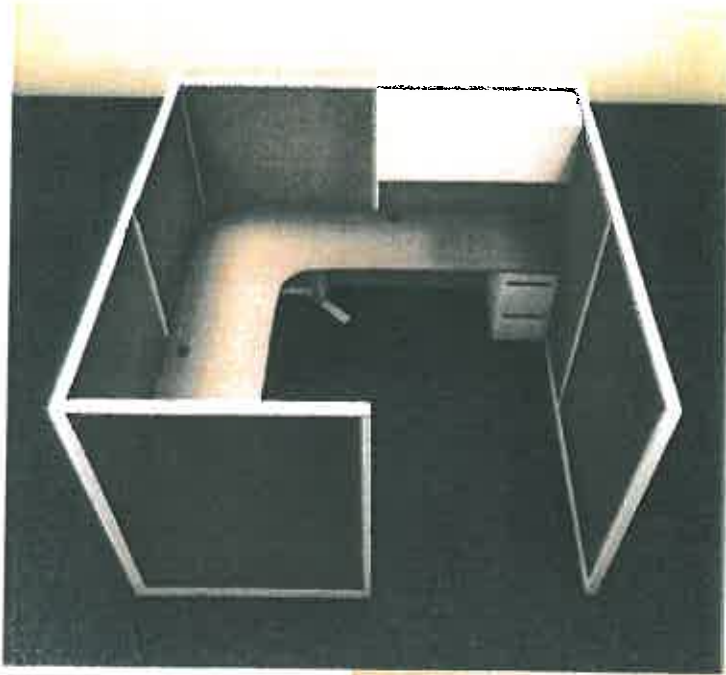
# 8 X 8 STATION: Layout

ALLSTEEL CONCENSYS



# 8 X 8 STATION

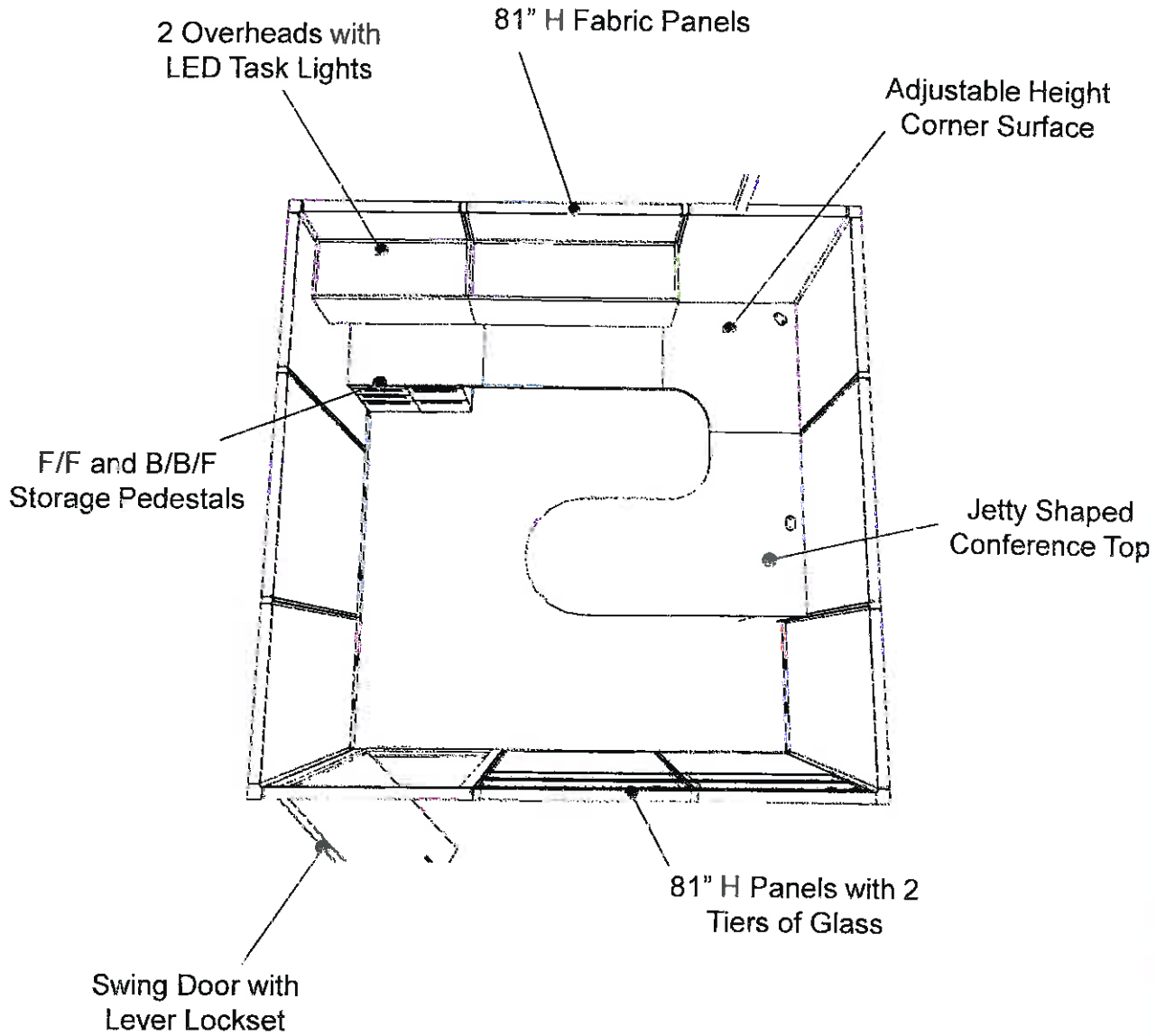
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# 10 X 10 STATION

ALLSTEEL CONCENSYS





# 10 X 10 STATION

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