

**Florida Department of Health**  
**ITN 640:0400 – Leon County**  
**Questions and Answers**

**Question 1: What does DDD stand for?**

Answer 1: Division of Disability Determinations

**Question 2: Who is responsible for installation of data cabling and LAN responsibilities?**

Answer 2: The awarded Proposer/Lessor is responsible for purchasing and installation all data cabling and LAN responsibilities. Data cabling and LAN requirements/specifications are outlined in detail throughout Attachment A of the ITN.

**Question 3: Can you please expand about what type of security is needed under the full service lease? Camera monitoring service, guards (number of people), etc?**

Answer 3: Specific security requirements are provided on pages 21-24 of the ITN. The Agency is responsible for the purchase, monitoring and maintenance of a full security system. The security system will include: card access readers, cameras and auxiliary equipment. The Agency contracts with a Security Guard firm to provide security guards and are responsible for all contractual payments.

**Question 4: Is the agency considering staying at the existing property or due to growth, new space, new location, etc the agency decided to move out at the end of the lease?**

Answer 4: The Agency intends to consider any location that submits a responsive ITN Reply.

**Question 5: Is the existing location participating in the ITN?**

Answer 5: Refer to question and answer #4.

**Question 6: What is the agency's current rent payment?**

Answer 6: The Agency's current rental rate is \$23.96/SF.

**Question 7: Has the agency already approved a rent price per SF budget for the new facility or will the agency take the rent price of the winner bid to get budget approvals latter in the process?**

Answer 7: The Agency will select the location that is the best overall value to the State.

**Question 8: Is the agency more incline to decide for a built to suit building or for an existing building considering that both option are available?**

Answer 8: The Agency will review all responsive Replies and select the location that is the best overall value to the State.

**Question 9: Can State provide more information about the desired workstations? Panel Height, fabric panel or laminate...etc?**

Answer 9: Please note as stated on Page 23 of the ITN, the “Agency will purchase and install modular furniture”. The Agency is responsible for the purchase and installation of all modular workstations. An example of modular furniture recently purchased by the Agency is All Steel Consensus design. The Lessor is responsible for providing voice, data, & electrical wiring to the modular workstations in the buildout phase

**Question 10: Specifications state QTY of 75 100 SF workstations, QTY of 524 80 SF work stations and 120 60 SF workstations. Is there a breakdown of how many of those are to be grouped together in various areas/departments?**

Answer 10: The Agency will determine the breakdown of the space which should be the 135,815 (+/- 10.0%) square feet described in the ITN.

**Question 11: Is there any office, conference room, or other furniture not spelled out in the ITN that the Lessor will be responsible for?**

Answer 11: No. The Agency shall purchase and install its own furniture. The awarded Proposer/Lessor’s contractor shall be required to work with the Agency’s furniture vendor to coordinate installation at the facility in accordance with a schedule to be approved by the Agency.

**Question 12: There is no specification for seating in the work stations. Will the agencies be supplying their own seating?**

Answer 12: Yes. The Agency shall purchase and install its own workstations and seating.

**Question 13: Will ownership of the workstations transfer to State at any time during the term of the lease?**

Answer 13: The Agency will own all workstations as it is purchasing and installing them.

**Question 14: Is the state able to purchase the workstations directly?**

Answer 14: Yes. The Agency will be purchasing and installing its own workstations as noted on Page 23 of the ITN.

**Question 15: Is there an opportunity to further breakdown the space requirements by department/team? Please include any adjacency requirements as well.**

Answer 15: The Agency will determine the breakdown of the space provided which should be the 135,815 (+/- 10.0%) square feet described in the ITN.

**Question 16: Is it possible to state how many non-employed people visit these offices on a daily basis?**

Answer 16: Non-employed people rarely visit the offices on a daily basis. The Agency does have face to face hearings with claimants on an ongoing basis. We have several vendors that visit. Parking requirements are outlined in the ITN.

**Question 17:** Is there an existing DOH of similar size with an expiring lease? Or is this a new requirement?

Answer 17: This ITN is for the operations of a current office of similar size that has an expiring lease on 10/31/2019.