

Florida Department of Economic Opportunity

**ITN 400:0072 – Leon County
Questions and Answers**

Department's responses to timely submitted questions are provided below:

Question Number	Page Number	Section	Question	Response
1			Does this ITN have a fixed area requirement or are they open to smaller slightly smaller area (8k Sq Feet)	<p>The Department is seeking 9,429-10,421 square feet of usable space. Square footages proposed outside of this range will not be accepted.</p> <p>Any and all references to square feet of the Proposed Space contained in a Reply must be "usable square feet" in accordance with the Department of Management Services Standard Method for Measuring Floor Area in Office Buildings (reference 60H-2.003, Florida Administrative Code).</p>
2		Addendum 1 and Addendum 2	What does the Total = 400 sum up? What does the Total Special Use Space = 1950 Sum up? What does the Total = 2535 Sum up?	Please see Addendum 1 and Addendum 2 to this ITN which revises Attachment A – Department Specifications square footage calculations.
3			Are the Bathrooms accounted for in Circulation? And why are Bathrooms listed twice – are there two organizations or floors that need separate bathrooms?	<p>The bathrooms would not be included as part of the usable square footage unless DEO has full and exclusive use of the bathrooms. If not, the bathrooms would be considered common area space and should not be included in the proposed usable square footage.</p> <p>The bathrooms are listed twice in Attachment A simply to confirm that the number of bathrooms will be determined by code.</p>
4	pg. 28		Security (P. 28) "each employee will be provided an access card". How many employees are expected?	There will be 47 employees housed within this facility.
5			What is the use case for the building? Office only or heavy Customer Access required?	Office use only with very light customer visits.

6			We are unclear of the plenum rating/speed. Is the requirement for 6E cabling throughout the space the tenant's desire, or Category is 5E cabling acceptable?	DEO requires Cat6E Plenum rated cabling.
7			Lessor provides all workstations and no other furnishings?	DEO will provide it's own workstations and furniture.
8			TO CONFIRM: The quantity of cabling drops is based on: <ul style="list-style-type: none"> • 1 per workstation • 2 per Enclosed office • 1 per copy area • 4 per conference room • 1 per Supply • 1 per file storage • 1 per break room 	Yes, this is correct.
9	pg. 27		Page 27 requires an Indoor Quality /Study and HVAC Hygiene Study using a scope of work approved by the Department. In order to establish a cost for these studies please provide a sample of an approved scope of services or provide a cost estimate to be used as an allowance.	The requirements for testing can be found at: https://www.dms.myflorida.com/content/download/137608/877464/Addendum - Air Quality.pdf
10	pg. 28		Page 28 requires fluorescent light. Please confirm that LED lighting is an acceptable/preferable alternative.	Yes, LED is an acceptable alternative to fluorescent light.
11	pg. 29		Page 29 is unclear concerning light meters. Please confirm that the Lessor is not required to provide a light meter to the State.	No, the Lessor is not required to provide a light meter to the state. DEO has its own light meter for conducting this test.
12	pg 29		Page 29 requires monthly testing of emergency lighting battery packs. Would the state consider annual inspections as required by the fire code with the State reporting in the interim when any battery pack indicates less than a full charge and the Lessor remediating within the month.	It is the responsibility of the Lessor to maintain all life safety equipment within the leased area. DEO requires that the Lessor maintains all such equipment on a monthly basis.
13	pg 29		Page 29 requires Lessor to provide equipment racks as determined by the Department. Please define the requirement or provide a cost allowance for providing same.	DEO requires Qty – (2), 2 post 42U 10-32 threaded network racks
14	pg 29		Page 29 regarding cable testing is unclear. The ITN requires paragraph begins with testing of existing cables but in the same paragraph speaks of “cable test of each line ran”. Does this mean that ALL cables (newly installed) must be tested or only existing cables?	All cables regardless of age must be tested.

15			Please confirm that drop in grid lighting fixtures or ceiling mounted smoke detectors are permissible.	Yes, drop in grid lighting fixtures and ceiling mounted smoke detectors are permissible.
16			Please clarify Rule 60H-2.003 concerning usable space measurement. The rule excludes Space unavailable for lease such as public bathrooms. However, it is unclear whether non-public bathrooms, i.e. those located wholly within the leased space and not available to the public, should be excluded or included in net Usable Square footage.	See Answer 3.
17			For the purposes of establishing the minimum number of toilets, please indicate the number of employees to be housed in the requested space.	See Answer 4.
18			Can you confirm that supplying furniture is not a required part of the ITN. If it is required, can you provide the specs?	See Answer 7
19			Can you tell us what department(s) or division(s) within Department of Economic Opportunity will be occupying the space.	Re-employment Assistance Appeals Commission (RAAC)
20			Is the Tenant coming out of a State owned facility or Private Sector Lease Space.	DEO is currently a tenant in private leased space.
21			Are there any special security requirements for separation of the public access portion of the space (service counter) from the staff areas.	Yes, please reference Page 28 of the ITN, which provides an overview of the Security and the Reception area requirements.
22			Site Survey vs scaled site layout. Is the Agency requesting a boundary survey or a site plan?	Site Plan.
23			Parking: Is the agency requesting exclusive use of parking spaces or just that a certain number will be available?	DEO is requesting a minimum of 47 non-exclusive parking spaces.
24			Security: This states that the proposer shall provide a list of all reported calls for law enforcement assistance. Can you clarify exactly what data you are requesting here? It would seem that this is gathering car crash calls, cats stuck in trees etc. Is there one source for this data that all respondents can be instructed to use? i.e. TPD or FDLE data?	Please use the website listed below to provide the report. https://www.talgov.com/gis/tops/