

ITN-LEASE NUMBER 400:0072

Addendum No. 1

LEASE NO.: 400:0072 – Leased Space for Leon County

SOLICITATION TITLE: Invitation to Negotiate for Leased Space

OPENING DATE: July 11, 2018 at 3:00 P.M., EST

DATE: May 1, 2018

Please be advised that the following changes are to correct Attachment A – Department Specifications Calculations for Public Use Space on page 24 the original ITN.

Changes to the **Key ITN Dates** are indicated by underscore, deletions are indicated by a strikethrough.

ATTACHMENT A – DEPARTMENT SPECIFICATIONS

Office and Room Size Requirements

Quantity	Description	Individual Sq. Ft.	Total Sq. Ft.
3	Enclosed Office (window office) – Executive	225	675
9	Enclosed Offices (window or interior office) - Administrator	150	1350
25	Enclosed Offices (interior office) – Manager & Professional	100	2500
3	Workstations (Professionals & Supervising Professionals)	80	240
7	Workstations (Paraprofessional)	60	420
	TOTAL		5,185
	Circulation (35% of net usable space)		1,815
	TOTAL AGENCY SPACE NEEDS		7,000

Bathrooms

Number of Female stalls as required by code

Number of Male stalls as required by code

Quantity	Description	Individual Sq. Ft.	Total Sq. Ft.
	Special Use Space from (Special Support Tab)		
1	Central Document Storage and/or Processing	300	300
4	Copy/Repro Center	100	400
1	Conference Center	350	350
1	Cafeteria	200	200
1	Data/Computer Center	200	200
1	Supply/Warehouse Facilities	100	100
	TOTAL		1,550

Bathrooms

Number of Female stalls as required by code

Number of Male stalls as required by code

Quantity	Description	Individual Sq. Ft.	Total Sq. Ft.
	Public Use Space from (Special Support Tab)		
1	Main Reception Area	200	200
1	Service Counter/Waiting Area	100	100
1	Open Team Work Area	100	100
1	Conference/Training Room	300	300
	TOTAL		400 700
	TOTAL SPECIAL USE SPACE		1,950 2,250
	Circulation (30% of net usable area)		585 675
	TOTAL		2,535 2,925
	TOTAL SPACE NEED		9,535 9,925

Please initial Proposer acknowledgement on all pages of this submittal form:

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.

***Authorized Representative's Signature**

***Typed Name and Title of Authorized Representative**

***This individual must have the authority to bind the Respondent.**