

ADDENDUM NO. 2

ISSUE DATE: 4/7/2020
FSCJ RFP NUMBER: 2020C-15
FSCJ RFP TITLE: Elevator Maintenance & Repair Services

The above numbered solicitation is amended as follows:

- Attachment "A" Clarifications, Questions and Answers

The hour and date specified for receipt of bids:

is not extended, remains: _____
 is extended until: **June 2, 2020 to be delivered to the FSCJ Administrative Office located at 501 West State Street, Jacksonville FL 32202 no later than 2:00 p.m.**
 posting date is extended until: _____

Except as provided herein, all terms and conditions of the solicitation, including changes made by all prior addenda (if any), remain unchanged and in full force and effect.

Bidders must acknowledge receipt of this addendum prior to the time set for receipt and opening of bids as specified in the solicitation, or as amended, by one of the following methods:

- (a) By signing and returning one copy of this addendum.
- (b) By acknowledging receipt on the copy of the bid submitted.
- (c) By separate letter email referencing the solicitation and addendum numbers. Email amonroe@fscj.edu

FAILURE TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If, by virtue of this addendum, you desire to change an offer already submitted, such change may be made by letter, provided such letter makes reference to the solicitation and this addendum and is received prior to the opening hour and date specified.



Randi Brokvist
Executive Director of Purchasing

(Complete this portion)

TO BE RESPONSIVE ALL BIDDERS MUST ACKNOWLEDGE RECEIPT OF ADDENDUM #2

COMPANY: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

ADDENDUM NO. 2

CLARIFICATIONS

1. Due to the College's alternate working plan in light of the COVID-19 virus the solicitation submission due date has been extended from April 9, 2020 to June 2, 2020 be delivered to the FSCJ Administrative Office located at 501 West State Street, Jacksonville FL 32202 no later than 2:00 p.m.
2. The Question Deadline has been extended to May 19, 2020 via email to amonroe@fscj.edu at 5:00 pm.
3. Due to the extension of the solicitation opening, the Public Evaluation meeting will be proponed to a "To Be Determined" date and time.
4. Proposers are to note that the College will accept notaries to notarize either online or in person. The online notarization would contain the proper stamp in which includes a checkbox to check whether the document was notarized in person or online.

QUESTIONS AND ANSWERS

- Question 1:** In reference to the points provided for having an office within 50 miles of each campus, does the mechanics location/address apply? Our mechanics have parts shipped directly to them and are not required to report to the office and all our mechanics servicing the North Florida area are within the required distance however our physical administrative office is within 65 miles.
- Response 1:** *As stated in section 5.401, "The evaluation committee will include evaluation of proposer's repair service address." The college defines Service Addresses as the office in which service, coordination and dispatching calls are generated from for which the College will call into. Section 5.105 is where the proposers would complete additional address locations for Sales, Maintenance and Repair.*
- Question 2:** Please confirm the number of copies bidders are to provide. Is FSCJ only requesting one "Original" bid or is there a specific number of copies that also need to be submitted with the original?
- Response 2:** *Proposers are to submit one original submission with all required documentation.*
- Question 3:** Thank you for additional time to review sites? However, collecting references who have staff that is capable to respond proving to be a challenge. Please consider additional time to allow reference response.
- Response 3:** *Site visits are extended to May 19, 2020.*
- Question 4:** Sites visits revealed wiring diagrams and manuals are in-place. Please confirm FSCJ will take steps to ensure information remains available for potential, future, contractors.
- Response 4:** *College owned wiring diagrams and manuals currently in-place will remain to be available for potential and future contractors.*
- Question 5:** A couple of elevators in the FSCJ inventory are considered highly proprietary to the original installer making parts and support tougher and much trickier to obtain.
- a. Will FSCJ assist with procurement of parts when necessary?
 - b. Will FSCJ relax downtime requirements if replacement equipment cannot be procured within FSCJ timeframes?
- Response 5:** *Should the need arise the situation will be dealt with on a case-by-case basis. The College has pre-purchased product/parts direct for installation under this contract and will work with the awarded proposer(s) regarding the time frame for installation.*
- Question 6:** Many FSCJ elevators have been updated, however there are still a couple of systems that are considered obsolete. Please describe FSCJ policy regarding replacement of obsolete parts and/or parts that cannot be purchased.
- Response 6:** *Should the need arise the situation will be dealt with on a case-by-case basis. In the event that the awarded contractor is unable to obtain the necessary parts, the College will assist in directly obtaining the required repair parts.*

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Florida State College at Jacksonville is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the baccalaureate and associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call (404) 679-4500 for questions about the accreditation of Florida State College at Jacksonville. The Commission is to be contacted only if there is evidence that appears to support an institution's significant non-compliance with a requirement or standard.