

Questions and Answers  
District Five Quick Copy Center Services and Walk-up Convenience Copiers  
RFP-DOT-17-18-5009-COPY  
February 26, 2018

1. I am not sure if this is the right way of asking questions regarding the format of the RFP and by no means we would want to get in trouble. For the walk throughs, is this a formal assessment that we can do where we can collect meter reads, talk to end users, and have the floor plans? Or Is this just for us to look at the set up in each location? The reason I ask this question in advance is because we need to plan for our resources that can help us in the different locations.

The walk through may be used to gather information. Please make appointments for the walk through. DMC (See the attached "Contact List" to make appointments for the walk-thru's at each location)

2. I am in receipt of the District Five Quick Copy Center Services and Walk-up Convenience Copiers RFP-DOT-17-18-5009-copy notification. It appears there are two components required of the proposal, equipment and staffing. Can a vendor submit their proposal for one part- only the equipment or only the staffing, or are both required to earn this opportunity?

All elements and/or components must be present in the bid proposal to be properly graded. DMC

**EXHIBIT 3  
DISTRICT 5 OFFICE LOCATIONS**

DeLand District Headquarters  
719 South Woodland Boulevard  
DeLand, Florida 32720  
Gary Frey 386-943-5006

\*\*Orlando Office Complex  
133 South Semoran Boulevard  
Orlando, Florida 32807  
Guillermo Serrano 407-482-7870

Brevard Operations  
555 Camp Road  
Cocoa, Florida 32927  
Julie Richardson 321-634-6060

Oviedo Operations  
2400 Camp Road  
Oviedo, Florida 32765  
Deborah Markward 407-423-4265

DeLand Operations  
1650 North Kepler Road  
DeLand, Florida 32724  
Susan Paolini 386-740-3402

Lisbon – Durastress/Prestress Operations  
11325 county Road 44 East  
Leesburg, Florida 34788  
Chris Gaiser 407-832-3862

Leesburg Operations  
1405 Thomas Road  
Leesburg, Florida 34748  
Vickie Peterson 352-326-7730

Rockledge  
4150 South Fiske Boulevard  
Rockledge, Florida 32955  
Tami Chapman 321-634-6118

Ocala Operations  
627 North West 30<sup>th</sup> Avenue  
Ocala, Florida 34475  
Irina Lallemand 352-620-3002

\*\*Regional Transportation Management Center-  
RTMC  
4975 Wilson Road  
Sanford, Florida 32771

Orlando Operations  
420 West Landstreet Road  
Orlando, Florida 32824

\*\*Orlando Office Complex will be moving to Sanford (RTMC-Regional Traffic Management Center) on or about January 31, 2019. All equipment provided under this contract shall be moved from the Orlando Office Complex to the Sanford RTMC at no additional cost to the Department. Any additional equipment needed for the RTMC shall be provided under the terms set forth in this Contract. Additional equipment shall be delivered, set-up, and all staff trained as requested by the Department Project Manager.