



Alachua County Budget and Fiscal Services Procurement

Larry M. Sapp, CPPB
Procurement Manager

Darryl R. Kight, CPPB
Procurement Supervisor

September 16, 2021

RE: Addendum #1
22-301 Purchase and Installation of a Manufactured Home for Camp Cuscowilla

Dear Sir/Madam:

Please be aware of the following clarifications regarding the above referenced Bid:

QUESTIONS & ANSWERS

Q #1: (Part A. Scope 1.0) Can you clarify what this sentence means? Is this a fee I pay to submit a bid?

A #1: No, this is just that this project will be over \$ 500.00

Q #2: (Part A. Bid Opening 6.0) Is there a meeting I'm supposed to attend? If so, can you provide a time and date or where I can find it?

A #2: This information is for when we have the bid opening, you can either come in person or watch from your office via zoom. There is not site visit.

Q #3: May you confirm the timeline of when this project will need to be completed and how much time I will get to purchase and install the home?

A #3: Bids are based off of two timelines. First is a price to manufacture and install within 120 days after receiving the Purchase Order. Second is a price to manufacture and install within 180 day after receiving the Purchase Order.

Q #4: (Part B. Scope of Services 2.1) When the bid says "furnish one new manufactured home" does that include furniture in the home and a washer and dryer? A washer and dryer is in the floor plan, however, it wasn't in the Specification Worksheet.

A #4: The only expectation is kitchen appliances like the microwave, stove, refrigerator, and dishwasher. Standard furniture, washer, dryer are not expected with the manufactured home.

Q #5: I drove by the property. The land is not cleared, should the bid/ budget include clearing the land? If so, how many acres are on the property and how many acres will need to be cleared? Will there need to be a paved driveway?

A #5: The land is cleared. A former block house was removed from the site where the manufactured home is to be placed. The scope does not reference a paved drive way so no.

Q #6: How would your office prefer I submit a detailed Purchase order?

A #6: Flow the Bid submittal instruction, and if you need to add any information included it with the specifications that you are submitting with your response.

Q #7: What is the timeline to get the job done? 4-6 months after you award an approval?

A #7: Refer to the answer of number 3, but it is our intent to issue the PO with-in 4 – 6 weeks after we have received the bids.

Q #8: How soon can we hear who was approved to complete the bid??

A #8: This is an all-inclusive bid and to be a complete bid package when submitted. Bid award will be announced after a complete review of all bidders and a Proposed Award Decision will be posted on Demandstar.

Q #9: (Part C. Bidders Checklist.) As a subcontractor, can I submit insurance proof from the contractors that would be hired to complete the job

A #9: The vendor that submits the bid will be the Prime Vendor and responsible for all of the COI's for their subcontractors.

Q #10: (Part C. Exhibit B.) Can I submit my Articles of Incorporation instead of completing this exhibit? I'm wondering how I could get the Corporate Seal in a short period.

A #10: Yes

Q #11: (Part C. Exhibit F) As a subcontractor, should I submit certificates to Steve Wargo. Will I have until September 22nd to get this done?

A #11: As the Prime Vendor submitting for this BID, you include your COI per the specification in the BID. Later in the process the contract/project manager will require the COI from the subcontractors.

NOTE: You should acknowledge receipt of this addendum on your Bid Form.

End of Addendum #1

Sincerely,

Theodore White
Procurement Agent II

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