

August 20, 2024

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA
ADDENDUM # 1
Bid # 24-511, Utilities Trade Services**

This addendum is issued to clarify, add to, revise and/or delete items of the Bid Document for this work. This Addendum is a part of the Bid Document and acknowledgment of its receipt shall be noted on the Addendum.

Contained within this addendum: Time extension, Questions and answers received.

The Bid Receiving Date has been extended one (1) week. The revised Bid Receiving Date is Wednesday, August 28, 2024, prior to 2:00 p.m.

Respectfully,

Ari Goldstein

Ari Goldstein
Senior Procurement Analyst
Procurement Division

This Addendum sheet should be signed and submitted with your bid submittal. This is the only acknowledgment required.

Signature

Printed Name:

Title:

Company:

Bid # 24-511, Utilities Trade Services Addendum # 1

QUESTIONS AND ANSWERS

Question 1: Please advise mark-up for Materials, we did not see it listed in the bid packet.

**Answer 1: Per the Note in the Specifications section, page 41 of bid package:
Note: Any equipment or materials needed to be purchased to complete work under this bid must be pre-approved by the County PM prior to the successful Contractor purchasing the items. Any pre-approved equipment shall be billed at cost plus 10% markup. The Contractor must submit a copy of the receipt/invoice for all pre-approved equipment purchases with each invoice to be reimbursed for the equipment purchase. Receipts/invoices must be submitted with each invoice to match any equipment or materials being billed.**

Question 2: Please advise mark-up for Sub-Contracted Work and how it should be billed.

Answer 2: The portions of work under this bid that may be performed by subcontractors include planned projects. It should be billed at cost and made part of the not-to-exceed price sent to the County PM prior to the work order approval.

Question 3: Please advise how we can determine On-Call/Standby pricing, we also did not see this mentioned in the bid packet.

Answer 3: The bid sheet has separate line items under each group for Overtime/Emergency Hourly Rates. Per Specifications, Regular Work, Item #6 (page 40 of the bid package), "Work performed during on-call hours will be billed at overtime/emergency hourly rates." Item #7 states, "On-call billing shall start when the Contractor is in route to the location for services, even if the call for services is cancelled by the County PM."

No additional compensation will be paid outside of work performed per the specifications cited above in this answer.

Question 4: Please advise if there will be any details or information provided for working outside of normal business hours, if the worker is not on call.

Answer 4: Please refer to the following sections/items in the Specifications section of the bid package:

- **Specifications, Regular Work, Item #2 (page 39 of the Bid Package), states, "The Contractor will bill hourly rates which are dependent on the time the work commences. Services performed during regular work hours shall be invoiced at the standard regular hourly rate. However, when the work continues beyond the**

regularly scheduled workday, only the hours worked between 3:30 p.m. – 7:00 a.m. shall be billed at the overtime/emergency hourly rate. Overtime work must be approved by the County PM prior to overtime hours being worked. Timecards shall be submitted with all bills/invoices and must match the hours and rates being billed along with the Contractor's employee's name.”

- **Specifications, Emergency Work (entire section beginning on page 40 of the bid package)**

Question 5: I have a question regarding page 30 (Safety Requirements/Regulations Form) of the bid. Does the top portion need to be signed & sealed by our Engineer?

Answer 5: This section needs to be signed by an authorized officer of the company as listed on the State of Florida's Division of Corporations website (<https://dos.fl.gov/sunbiz/>) and notarized by a public notary.

Question 6: Does this bid require any bid bonds, performance or payment bonds?

Answer 6: No.