



# OFFICE OF THE SHERIFF

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**Chad Chronister, Sheriff**  
**Donna Luszczynski, Chief Deputy**  
*Hillsborough County, Florida*

July 18, 2019

**SUBJECT:** Amendment #2 to RFP 13-19 Falkenburg Road Jail Building #14 and Housing Unit #2 Partial Roof Replacement

**MESSAGE:** Please note and acknowledge the following changes or additions to be included in the referenced section(s) of RFP 13-19 to modify the Deadline to Submit Proposal:

1. Pages 3, 5 and 39 will be replaced in their entirety, see attached.

Please note that this document hereby becomes part of RFP 13-19 and without this document, the RFP is considered incomplete.

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Porter".

Christina R. Porter, CPA  
Chief Financial Officer

CRP/dmj

Enclosures

ACKNOWLEDGEMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in the  
Amendment #2 to Bid 13-19.

PLEASE PRINT – Company Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

***Signature:*** \_\_\_\_\_

(Signed Acknowledgement must be included with your Proposal Response)

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Appendix I - Vendor Packet (Application, W9, Direct Deposit)	Attached

<b>PROPOSED SCHEDULE OF EVENTS</b>	<b>DATE</b>
RFP ADVERTISED / POSTED TO HCSO AND OSD WEBSITE	6/23/19
SUBMIT LETTER OF INTENT	7/1/19
MANDATORY PRE-PROPOSAL CONFERENCE AND FACILITY TOUR	7/2/19
DEADLINE TO SUBMIT QUESTIONS AND ANSWERS	7/10/19
DEADLINE TO SUBMIT PROPOSAL	7/22/19
AWARD NOTIFICATION TARGET DATE	8/1/19

**HILLSBOROUGH COUNTY SHERIFF'S OFFICE**  
**2008 E. 8th Avenue**  
**Tampa, Florida 33605**

**SUBJECT:** Request for Proposal Number 13-19

Proposal Title: Falkenburg Road Jail Building #14 and Housing Unit #2 Partial Roof Replacement

**OPENING DATE and TIME: July 22, 2019 at 3:00 pm.**

**PLACE:** Malcolm E. Beard Sheriff's Operation Center  
 Financial Services Division, Purchasing Section  
 2008 E. 8th Avenue, Room #125  
 Tampa, Florida 33605

Proposals will be received until the time and date shown and will be read aloud immediately thereafter at the "Place" indicated.

**MANDATORY PRE-PROPOSAL CONFERENCE: July 2, 2019 at 10:00 am.**

**PLACE:** Hillsborough County Sheriff's Office  
 520 North Falkenburg Road  
 Tampa, Florida 33619

**PART A - GENERAL TERMS AND CONDITIONS:**

1. Proposals: Must be contained in a SEALED envelope addressed to: Chad Chronister, Sheriff, 2008 E. 8th Avenue Room #125, Tampa, Florida 33605. To prevent inadvertent opening, the Proposal must be marked as a PROPOSAL DOCUMENT (including the Proposal number, the date and time of the Proposal opening) on the outside of the envelope.

If our specifications, when included in our Request for Proposal (RFP), are not returned with your Proposal Package, and no specific reference is made to them in your Proposal Response (Part D), it will be assumed that all specifications will be met. When material, sketches, cuts, descriptive literature, company's or manufacturer's specifications which accompany the Proposal Response (Part D) contain information that can be construed or is intended to be a deviation from our specifications, such deviation must be specifically referenced in your Proposal Response (Part D).

2. Proposal Delivery: The responsibility for getting the Proposal Package to the Hillsborough County Sheriff's Office (HCSO) on or before the stated time and date will be solely and strictly the responsibility of the Proposer. The HCSO will in no way be responsible for delays caused by the United States Postal Service or a delay caused by any other occurrence, or any other method of delivery. The Proposer shall be responsible for reading very carefully and understanding completely the requirements in the specifications. Proposals will not be accepted after the time specified for receipt. Such proposals shall be returned to the Proposer unopened with the notation "This Proposal was received after the time designated for the receipt and opening of proposals".
3. On-Line Documents: The HCSO is publishing documents on its website <http://www.hcso.tampa.fl.us> for the convenience of companies wanting to do business with the HCSO and to save tax dollars. This service is public record and the HCSO is responsible only for documents as published. Any modifications or

**Below is an example of the information required on your Proposal Package.  
You may use this as a label if you wish.**

CHAD CHRONISTER, SHERIFF  
2008 E. 8<sup>TH</sup> AVE  
TAMPA, FLORIDA 33605  
ATTN: PURCHASING Ext. 8034 or  
Financial Services Division Ext. 8035  
PROPOSAL PACKAGE SUBMITTAL

**From:** \_\_\_\_\_

RFP # 13-19 Falkenburg Road Jail  
Building #14 and Housing Unit #2  
Partial Roof Replacement

**OPENING DATE and TIME:**

July 22, 2019 @ 3:00 pm