



OFFICE OF THE SHERIFF

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

September 14, 2018

SUBJECT: Amendment No. 1 to RFP 17-18 Range 6 Berm Rebuild

MESSAGE: Please note and acknowledge the following changes or additions to be included in the referenced section(s) of RFP No. 17-18:

1. Due to the low turnout for the mandatory pre-bid meeting held on 9/6/18, we will be hosting a second Mandatory Pre-Proposal Conference and Facility Tour in an effort to increase participation.
2. Page three (3), The Table of Contents and Proposed Schedule of Events, will be replaced in its entirety to update both tables, see attached.
3. Page five (5) will be replaced in its entirety to cover the change in Opening Date and Time as well as an additional Mandatory Pre-Proposal Conference and Facility Tour, see attached.
4. Page six (6), paragraph four (4), The Time for Consideration has been changed from 60 days to 120 days.
5. Pages 26 and 27 will be replaced in their entirety to cover changes to the Technical Specifications, see attached.
6. Page 36 will be replaced in its entirety to cover the change in Opening Date and Time, see attached.
7. Exhibit B, Range Map, dated 9/12/18, will be added.
8. If you attended the first Mandatory Pre-Proposal Conference and Facility Tour on 9/6/18, you are not required to attend the meeting on 9/26/18.

Please note that this document hereby becomes a part of RFP No. 17-18 and without this document, the Proposal is considered incomplete.

Sincerely,

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

Christina R. Porter, CPA
Chief Financial Officer

CRP/dj

Enclosures

ACKNOWLEDGEMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes to the Scope of Work described in
Amendment No. 1 to RFP No. 17-18.

PLEASE PRINT - Company Name _____

By _____

Title _____

Date _____

Signature _____

(Signed Acknowledgement must be included with your RFP/Bid Package)

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| Exhibit A – Slope Stability Analysis and Remediation Recommendations | Attached |
| Exhibit B – Range Map | Attached |
| Vendor Packet (Application, W9, Direct Deposit) | Attached |

| PROPOSED SCHEDULE OF EVENTS | DATE |
|---|-------------------|
| RFP ADVERTISED / POSTED TO HCSO AND OSD WEBSITE | 8/24/18 & 9/16/18 |
| SUBMIT LETTER OF INTENT | 9/25/18 |
| MANDATORY PRE-PROPOSAL CONFERENCE AND FACILITY TOUR | 9/6/18 & 9/26/18 |
| DEADLINE TO SUBMIT QUESTIONS AND ANSWERS | 9/11/18 & 10/5/18 |
| DEADLINE TO SUBMIT PROPOSAL | 10/24/18 |
| AWARD NOTIFICATION TARGET DATE | 11/9/18 |

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

COMPANY NAME:

SUBJECT: Request for Proposal Number 17-18

Proposal Title: Range 6 Berm Rebuild

MANDATORY PRE-PROPOSAL CONFERENCE: #1-September 6, 2018 at 10:00 am.
#2-Septemeber 26, 2018 at 10:00 am.

PLACE: Hillsborough County Sheriff's Office
14063 County Road 39
Lithia, Florida 33547

OPENING DATE and TIME: October 24, 2018 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.

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, companies 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.

PART C – TECHNICAL SPECIFICATIONS

1. The Work consists of remediation and rebuilding of a sloughed failure to an existing berm at Range #6, at the Hillsborough County Sheriff's Office (HCSO) Walter C. Heinrich Practical Training Site (WCHPTS) located at 14063 South County Road 39, Lithia, Hillsborough County, Florida. The complete details and specifications for the repairs and rebuilding are provided in Exhibit A: Slope Stability Analysis and Remediation Recommendations, dated March 21, 2018, revised on June 8, 2018, including figures and appendices.
2. All Work shall be accomplished in accordance with the Proposal Package which includes Exhibit A: Slope Stability Analysis and Remediation Recommendations, dated March 21, 2018, revised on June 8, 2018, and the requirements furnished within all the RFP documents to include any Q & A Responses, Addenda and/or Amendments issued by HCSO. The Contractor shall provide all incidentals required for the construction to meet all local, state, and federal codes, ordinances, and construction industry standards.
3. In addition to scope of work required as part of Exhibit A, Slope Stability Analysis and Remediation Recommendations dated, March 21, 2018, revised on June 8, 2018. The Contractor shall construct an access connector road to allow required equipment access to the North side of the berm area as shown and located in Exhibit B, Range Map, dated 9/12/2018. The access road shall be constructed with a minimum 18" diameter ADC HP dual wall storm culvert pipe with flared end sections to accommodate existing surface water flow along the existing north-south swale. The swale is approximately 4 to 5 feet below the edge of the existing road level. The access roadway shall be constructed in a manner, and of sufficient width, to support the heaviest equipment the Contractor will utilize in the reconstruction of the sloughed berm. Suggested roadway construction shall include compacted fill dirt of sufficient depth over the culvert pipe to provide a smooth transition from the height of the existing roadway, to the West, across the existing swale to existing firm ground, going eastward. Provide roadway side extended slopes to prevent roadway from collapse under imposed equipment loads on roadway. A biaxial plastic geogrid mesh, to prevent crushed concrete from settling, shall be placed and pinned over the compacted soil and topped with 10 to 12" of compacted crushed concrete (¾" to 1" in size) as the final roadbed. The access roadway shall remain in place after sloughed berm reconstruction is completed.
4. The soil removed from the construction berm site area may be stored on WCHPTS property, see Exhibit B, Range Map, dated September 12, 2018 for stock pile areas.
5. Sod brought on site for the berm slopes shall be Bahia grass on pallets. Bahia Sod shall be laid horizontally. Every other row of sod shall be pegged using metal staples, starting from the top of the berm and progressing downward.
6. The Proposer shall review the Proposal Package for the requirements to complete the project. Any Work that, by construction industry standards and/or is reasonably necessary for system(s), shall be identified during the Proposal period and included as part of the costs.
7. In the event the Proposer determines any contradiction or non-compliance with any laws, ordinances, rules, codes or regulations applicable to the Scope of Work and/or Technical Specifications (Part C), it is incumbent upon the Proposer to notify the HCSO promptly in writing no later than the close of the Q & A period as defined in the Table of Contents. Any necessary changes in the Scope of Work and Technical Specifications (Part C) will be adjusted by an amendment to the RFP. The cost of any Work or related remedy performed by the Contractor that it knew or should have known was in violation of any laws, ordinances, rules, codes or regulations without proper notice to the HCSO will be born solely by the Contractor.

8. Site visits will be included in the Mandatory Pre-Proposal Conference. Measurements, notes, photographs, etc., may be taken at this time. Confirmation of the numbers, measurements and quantities is incumbent upon the Proposer. Care should be taken to obtain all technical information necessary to complete and submit a concise but inclusive Proposal.
9. The Contractor shall be responsible for all material and equipment procurement, equipment and material handling, delivery and storage, and removal of debris. The HCSO will not make any direct purchases of materials. All materials provided shall be new, in first class condition and first quality, and free from damage and imperfection.
10. If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archaeological resources are discovered, will immediately cease construction in that area and notify the HCSO.
11. Prior to conducting repairs, applicant must identify the source and location of fill material and provide this information to the HCSO.
12. The Contractor shall contract with an independent testing company, such as the one which provided Exhibit A, Slope Stability Analysis and Remediation Recommendation to have an engineering technician on site to conduct testing and monitoring as outlined in Exhibit A. Pricing to be included in Part D, Proposal Response, Paragraph 2, Cost of Goods and Services, Item A, Berm repair and rebuilding. All testing report results shall be forwarded to the HCSO Project Manager/Site Superintendent.
13. All Work areas (active, below active, adjacent, and surrounding), are to be properly identified and secured at the onset of the Work and maintained on a daily basis. All debris, materials, tools, and equipment should be removed and/or secured after completion of each Work day.
14. The Contractor may have limited use of the existing on-site utilities (electric and non potable water) in performance of the Work. If utilities are not available at the location(s) needed, the Contractor shall provide the necessary utilities. The Contractor will coordinate with the Project Manager for the use of existing utilities. The Contractor is to provide all other utilities, dumpsters, sanitation facilities, lifting equipment and devices, and all other incidentals required for the completion of the Work and/or provisions for personnel.
15. The Contractor is responsible for any damage to existing property and/or equipment and will return damaged property and/or equipment to their original state, or replace as new if damage cannot be repaired.
16. Accessibility and staging areas will be discussed at the Mandatory Pre-Proposal.
17. The Contractor shall insure the roadways used for construction be kept clear of dirt, mud, and other debris during normal work hours.
18. HCSO has no responsibility to the Contractor or subcontractors for additional equipment or overtime. All Building Department requests and requirements shall be included as part of the Work. Change Orders shall be prohibited unless the HCSO initiates a request for and approves Work outside of the original Scope of Work.
19. The WCHPTS business hours are from 6:30 am to 5:00 pm, Monday through Friday. Range four (4) through range six (6) will be available from 3:00 pm to 6:00 am, each day, Monday through Friday, and from 3:00 pm Friday through 6:00 am Monday. Any work required outside of the posted hours shall be submitted in advance to the HCSO Project Manager at least two (2) business days in advance.

CHECKLIST, Include the following:

- ☐ ONE (1) ORIGINAL and THREE (3) COPIES OF the entire RFP.
- ☐ ONE (1) Electronic copy. Proprietary information should be separated.
- ☐ SIGNATURES required Parts A and D.
- ☐ Any Addendums or Amendments (Signatures required).
- ☐ Completed Part D including references, project approach and planning, subcontractor list, resumes, signature page, company information.
- ☐ Certificates of Insurance and Business Tax Receipt.
- ☐ Professional Licenses (if applicable).
- ☐ Manufacturer literature and warranty information, if applicable.
- ☐ Appendix I, Federal Grant Compliance.

**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. 8TH AVE
TAMPA, FLORIDA 33605
ATTN: PURCHASING Ext. 8034
FINANCIAL SERVICES DIVISION EXT. 8035

PROPOSAL PACKAGE SUBMITTAL

From: _____

RFP # 17-18

OPENING DATE and TIME:

October 24, 2018 @ 3:00 pm



NORTH RANGE

ALTERNATE
STOCK PILE AREA

NEW ACCESS ROAD
SEE SHEET 2 OF 2

Walter C. Heinrich Practical Training Site

To County Road 39

Sloughed Area

RGE #4
RGE #5
RGE #6

Firing Ranges

STOCK PILE
AREA #1

SOUTH RANGE

Sniper Firing Range

EXHIBIT - B 1 of 2
Date: 9/12/2018



NORTH

EXHIBIT - B 2 of 2

Date: 9/12/2018

SLOUGHED AREA

**HCSO WILL TRIM
BRANCHES
AS NEEDED
FOR ACCESS**

RANGE # 4

RANGE #5

RANGE #6

**BUILD ACCESS ROAD
W/ CULVERT(S) AS REQUIRED
FOR EQUIPMENT ACCESS**

**TO STOCK PILE
AREA #1 (SOUTH)**

**TO ALTERNATE
STOCK PILE AREA
(NORTH)**