



July 2, 2026

SUBJECT: Request for Term Contract Quotation 2026-012 General Construction IDIQ
Amendment No. 1

MESSAGE: Please note and acknowledge the following changes or additions to be included in the referenced section(s) of 2026-012.

1. Pages 2, 4, 13, 14, 17, 25, and 30 are being revised to omit all 51% self-performance numeric thresholds and notarized attestation requirements.
2. The contract documentation has been updated to enforce strict anti-broking standards, requiring a signed Corporate Anti-Broking & Participation Declaration in Appendix III, Part B. Appendix II and III being replaced in their entirety.
3. A mandatory notice requirement has been added specifying that unique contractor participation and minimum labor/management thresholds will be formally established within subsequent project-specific Joint Scope Meetings (JSM).
4. The Q&A that has already been submitted and answers are being attached and incorporated into the RFP.

Please complete the acknowledgment of this notice on the next page of this document and include it in your proposal response.

Sincerely,

William V. Spinelli, CPA
Chief Financial Officer

WVS/mt

Enclosures

2026-012 pages 2, 4, 13, 14, 17, 25, and 30
Appendix II & III
Q&A #1



CHAD CHRONISTER, SHERIFF

ACKNOWLEDGMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in
Amendment No. 1 to Request for Term Contract Quotation 2026-012 General Construction
IDIQ

PLEASE PRINT: Company Name: _____

By: _____

Title: _____

Date: _____

Signature: _____

(Signed Acknowledgment must be included with your Submission)

SECTION 1 INTRODUCTION AND INSTRUCTIONS4

1.1 TERM CONTRACT (TC) OVERVIEW. 4

1.2 DEFINITIONS: 4

1.3 TC PACKAGE. 5

1.4 CONTRACT DOCUMENTS. 6

1.5 TERM CONTRACT SUBMISSION REQUIREMENTS. 6

1.6 SUBMITTAL COSTS. 7

1.7 COMMUNICATION BETWEEN PARTIES. 7

1.8 AMENDMENTS TO THE TC. 7

1.9 PRICES. 7

1.10 DOCUMENTED PAST PERFORMANCE WITH THE HCSO. 8

1.11 EXCEPTIONS TO TERM CONTRACT. 8

1.12 TC ERRORS. 8

1.13 PUBLIC ENTITY CRIMES. 8

1.14 PUBLIC RECORDS. 8

1.15 E-VERIFY 9

1.16 SECURITY..... 9

SECTION 2 SPECIFICATIONS AND SCOPE OF WORK11

2.1 CONTRACT PERIOD AND RENEWAL. 11

2.2 SCOPE OF SERVICES: MULTI-DISCIPLINE CONSTRUCTION POOLS..... 11

2.3 THE "OPEN BOOK" TRANSPARENCY MODEL. 11

2.4 CONTRACT STRUCTURE AND TASK ORDER PROCESS. 12

2.5 JOINT SCOPE MEETING (JSM) & TASK ORDER PROTOCOL. 12

2.6 THE BUILDER QUALIFICATION FILE & JSM SELECTION..... 13

2.7 ANTI-BROKERING STANDARDS AND CONTRACTOR PARTICIPATION..... 13

2.8 SITE STAGING AND SAFETY REQUIREMENTS..... 14

2.9 SECURITY AND ACCESS CONTROL. 15

2.10 NON-PREPRICED (NPP) ITEMS. 15

2.11 WARRANTY OF CONSTRUCTION. 15

2.12 LOCATION OF WORK. 15

2.13 MINIMUM QUALIFICATION REQUIREMENTS. 16

2.14 ADDITIONAL REQUIREMENTS..... 16

2.15 UNIT PRICES, OPTIONS, AND PERMITS 16

2.16 TIME FOR CONSIDERATION. 16

SECTION 3 GENERAL PROCESS INFORMATION17

3.1 BONDS..... 17

3.2 DELIVERY. 17

3.3 EVALUATION OF QUOTES..... 17

3.4 DETERMINATION OF RESPONSIVENESS 17

3.5 DETERMINATION OF RESPONSIBILITY..... 17

3.6 AWARD..... 18

3.7 SCORING MATRIX (QUANTITATIVE TALLY)..... 18

3.8 TASK ORDER ASSIGNMENT. 19

3.9 CLAIMS 19

3.10 INVOICING AND PAYMENTS. 19

3.11 ESCALATION/DE-ESCALATION..... 20

3.12 ADDITION/DELETION. 20

3.13 ACCEPTANCE AND REJECTION. 20

3.14 CANCELLATION. 21

3.15 DEFAULT. 21

3.16 NEXT BEST QUOTE..... 21

3.17 AWARD..... 21

3.18 EXCLUSIVITY..... 21

2.6 The Builder Qualification File & JSM Selection

As part of the initial submittal for this Term Contract, Bidders must provide a "Builder Qualification File." This file will be maintained by HCSO and serves as the qualitative basis for selecting firms to participate in Joint Scope Meetings (JSM).

2.6.1 File Composition and Constraints: The Builder Qualification File is strictly limited to ten (10) pages. The document should be organized into four (4) sections as follows:

1. Project Management & Philosophy: A brief overview of the GC's primary Project Manager(s) and Lead Superintendent(s) most likely assigned to HCSO Task Orders, highlighting their individual experience in similar environments.
2. Operational Security: A narrative specifically detailing the firm's standard protocols for Tool Accountability and Dust/Debris Containment (HEPA) within sensitive or high-security areas.
3. Institutional Expertise Summary: A narrative summary of the firm's experience working in occupied, high-security, or 24/7 public safety environments (e.g., schools, hospitals, or courthouses). *Note: The specific 5-project contact list and detailed references should be provided in Section 4.5 (Reference List) and do not count toward this 10-page limit.*
4. Self-Performance Narrative: A brief description of the firm's core W-2 trades and any secondary specialties. *Note: The verified W-2 Roster or redacted certified payroll should be provided as Attachment B and does not count toward this 10-page limit.*

2.6.2 Lifecycle of the Qualification File

Intake: The file is submitted at the time of the initial TC Response and evaluated for "Responsibility."

JSM Invitation: HCSO Project Managers will review these 10-page files to determine which "Bench" contractors possess the most relevant expertise for a specific project scope. Invitation to a JSM is at the sole discretion of HCSO based on this file.

Updates: HCSO may request an updated file at its discretion to reflect changes in the Contractor's personnel or capabilities. Contractors are encouraged to submit an updated file during any Contract Renewal period.

2.7 Anti-Brokering Standards and Contractor Participation.

To ensure high quality and direct accountability, HCSO is seeking contractors who maintain their own active labor forces and management infrastructure, explicitly prohibiting firms operating purely as brokers.

- Mandatory Notice (Contractor Participation): For every individual project, specific contractor participation and minimum self-performance requirements will be formally established and addressed within the subsequent Joint Scope Meeting (JSM). These project-specific thresholds will be tailored to the unique scope, complexity, and security environment of the task assignment.
- Specialized Subcontracting: Use of subcontractors for trades outside the Contractor's primary discipline is permitted subject to the specific participation bounds set during the JSM.
- Verification: Compliance is verified via a notarized Self-Performance Declaration and a W-2 Personnel Roster.

2.7.1 Intended Use of the Declaration

The primary purpose of this document is to enforce anti-brokering rules required for this General Construction IDIQ. By signing the declaration, a contractor formally warrants that they possess the internal workforce and equipment necessary to perform substantial portions of work on projects as a functional general or specialty contractor using their own direct employees.

- **Establishing "Responsibility":** It serves as a mandatory "gatekeeper" document. If a firm cannot or will not sign the declaration affirming active operational and labor capacity, they may be deemed "Non-Responsible" and excluded from the pool.
- **Capacity Verification:** It requires the contractor to stand behind their W-2 Personnel Roster, confirming that the trades they claim to perform are supported by actual staff on their payroll.
- **Fraud Prevention:** The signed document provides operational accountability, ensuring that firms do not misrepresent their capabilities to gain entry into the pool.

2.7.2 How HCSO Will Use the Declaration

The HCSO Purchasing Section and the Facilities Management Division will use the declaration as a tool for both Initial Selection and Ongoing Audit:

- **Initial Qualification (The "Tally" Phase):** During the solicitation review, the Procurement Professional will verify the existence of the signed declaration as part of the TC Checklist. It acts as a prerequisite before the Respondent is even scored on pricing or experience.
- **Verification of "Primary Discipline":** HCSO will use the declaration in conjunction with the Discipline Designation Form to ensure that a firm assigned to a specific pool (e.g., Electrical or Mechanical) actually has the W-2 staff to perform that specific trade.
- **Task Order Auditing:** When a contractor submits an "Open Book" proposal for a specific project, HCSO will use the declaration and JSM participation notice to ensure the labor breakdown aligns with the project specific goals. If a proposal shows unjustified or complete subcontracted labor indicative of project brokering, HCSO can cite the affidavit to reject the proposal and require the contractor to re-scope the work to use their own forces.
- **Contract Enforcement:** If a contractor is found to be "brokering" work (subcontracting out the majority of every job without executing direct management, site control or established JSM labor minimums) HCSO can use the misrepresentation on the declaration as grounds for Contract Default or removal from the HCSO Supplier List.

2.8 Site Staging and Safety Requirements.

- 2.8.1 **Facility Operations:** HCSO facilities are 24/7 high-security environments; work must be performed with minimal disruption to operations.
- 2.8.2 **Cleanliness/HEPA Standards:** Mandatory use of "zip-walls" or HEPA filtration when working near occupied office or medical areas to prevent dust contamination.
- 2.8.3 **Daily Debris Removal:** A requirement for the daily removal of all construction waste, with strict

Section 3 General Process Information

3.1 Bonds.

A Performance and Payment Bond are not required for the Master Term Contract award; however, HCSO reserves the right to require a project-specific Performance and Payment Bond for any individual Task Order exceeding \$100,000.00, in accordance with Florida Statute 255.05.

3.2 Delivery.

Execution of work shall begin only after the issuance of a fully executed Task Order and a formal Purchase Order. The Contractor shall coordinate all site access and performance schedules with the HCSO Project Manager during the Joint Scope Meeting (JSM). Failure to meet the substantial completion date established in a Task Order may result in a performance review and potential bypass in the future rotation.

3.3 Evaluation of Quotes.

Quotes will be evaluated by the Purchasing Section to determine the "Responsibility" of the Bidder and the "Responsiveness" of the Quote. This is an Agent-Led procurement where awards are based on a mathematical tally of objective criteria rather than a subjective evaluation committee. (Ref: Section 3.21 Scoring Matrix).

3.4 Determination of Responsiveness

A Quote shall be considered "Responsive" if it conforms in all material respects to the mandatory requirements of this solicitation. This includes the timely submission of the following items from the Section 4.8 TC Checklist:

- Appendix I: Supplier Packet (Ref: Section 4.10)
- Appendix II: Discipline Designation Form (Ref: Section 2.2)
- Appendix III: Consolidated Pricing & Self-Performance Declaration (Ref: Sections 2.4 & 2.7)

3.5 Determination of Responsibility.

The Purchasing Section will evaluate Bidders to determine if the qualifications and Term Contract requirements are met. (Ref: Section 4.9 TC Checklist).

Bidders whose TC Responses, past performance, or current status do not reflect the capability, integrity, or reliability to fully and in good faith perform the requirements of the Term Contract may be rejected as non-responsible. In determining a responsible Bidder, the following factors may be considered:

- Adequacy of Resources: The sufficiency of facilities, W-2 staffing levels, and financial resources to meet the anti-brokering and project-specific self-performance mandates.
- Previous Experience: Experience with HCSO contracts or other similar government contracts.
- Service Quality: The ability to provide excellent customer service, including performance on previous HCSO contracts or Task Orders.
- General Reliability: Any other information relevant to the responsibility of a Bidder of which HCSO is aware.

4.4.1 APPENDIX III, PART A: Multipliers (THE "CEILING")

Bidders must submit their Maximum Bid Rates using this table. These rates will be summed for the Pricing Score calculation and will serve as the contract ceilings. You may offer lower "spot discounts" for specific Task Orders, but you may never exceed these figures.

RATE CATEGORY	PROPOSED MAXIMUM NTE RATE (%)
MAXIMUM OVERHEAD PERCENTAGE (GENERAL REQUIREMENTS, INSURANCE, SITE SUPERVISION):	_____ %
MAXIMUM PROFIT MARGIN (CONTRACTOR'S FEE):	_____ %
MAXIMUM BONDING PERCENTAGE (PERFORMANCE & PAYMENT BOND, IF APPLICABLE):	_____ %

4.4.2 APPENDIX III, PART B & C: Recovery and Anti-Broking Declaration

By signing this Declaration, the undersigned Officer of the Company hereby certifies and affirms:

- The Respondent is a "Builder" and not a "Broker," maintaining a consistent W-2 workforce and company-owned equipment.
- The Respondent shall actively manage, supervise, and fulfill the individual contractor participation requirements established during project-specific Joint Scope Meetings (JSM).
- The Respondent understands that project broking without performing a meaningful, documented role is grounds for immediate termination of the Master Agreement.

4.5 Reference List.

Provide an e-mail contact for a minimum of 5 recently completed projects. [Please print legibly]

4.9 Submittal Checklist & Attachment List.

INSTRUCTIONS TO GCs: To ensure your Response is found "Responsive," utilize this checklist to confirm all mandatory components are included. Failure to provide any item marked as [Mandatory] may result in the immediate rejection of your Quote.

4.9.1 Administrative Requirements

- TC Package (Original/Electronic): One (1) original or one (1) electronic copy of the entire solicitation, including all sections requiring a signature in their entirety.
- Redacted Copy (As Applicable): If no redacted copy is provided, the original will be considered a public record in its entirety.
- Addenda/Amendments: Ensure all issued Addenda are signed and included.
- Bid Packaging Label: Use the standard label provided in Section 4.9 for physical or digital folder identification.

4.9.2 Mandatory Appendices & Attachments

Check	Item	Description & Reference
<input type="checkbox"/>	Appendix I: Supplier Packet	[Mandatory] Completed company information, ACH, and tax forms.
<input type="checkbox"/>	Appendix II: Discipline Designation	[Mandatory] Selection of Primary and Secondary trades and corresponding FL License numbers. (Ref: Section 2.2)
<input type="checkbox"/>	Appendix III: Pricing & Declaration	[Mandatory] Signed declaration of anti-broking standards, JSM participation compliance, and Maximum NTE Multipliers. (Ref: Section 2.3 & 2.7)
<input type="checkbox"/>	As Attachment A: Builder Qualification File	[Mandatory] 10-page narrative including resumes and safety protocols. (Strict 10-page limit). (Ref: Section 2.6)
<input type="checkbox"/>	As Attachment B: W-2 Personnel Roster	[Mandatory] List of staff to verify "Builder" capacity for selected trades. (Ref: Section 3.5)
<input type="checkbox"/>	*4.5: Reference List	[Mandatory] Documentation of 5 successful projects in high-security environments. (Ref: Section 4.5)
<input type="checkbox"/>	*4.6: Statement of No Participation	[Optional] Only submitted if you are declining to bid. (Ref: Section 4.6)

APPENDIX II: DISCIPLINE DESIGNATION FORM

Instructions: The Bidder must select **one (1) Primary Discipline**. Bidders may select multiple **Secondary Disciplines** for which they are licensed and possess the direct W-2 workforce to self-perform. Provide the qualifying Florida License Number for each selection.

Construction Discipline	Primary (Select One)	Secondary (Select All That Apply)	Florida License Number License Holder's Name
General Building (Interior/Renovations)	<input type="checkbox"/>	<input type="checkbox"/>	/
Mechanical (HVAC/Climate Control)	<input type="checkbox"/>	<input type="checkbox"/>	/
Electrical (Power/Low Voltage/Security)	<input type="checkbox"/>	<input type="checkbox"/>	/
Plumbing (Pipefitting/Sanitary)	<input type="checkbox"/>	<input type="checkbox"/>	/
Civil & Site Work (Paving/Drainage)	<input type="checkbox"/>	<input type="checkbox"/>	/
Hardening & Security (Detention/Fencing)	<input type="checkbox"/>	<input type="checkbox"/>	/
	<input type="checkbox"/>	<input type="checkbox"/>	/
	<input type="checkbox"/>	<input type="checkbox"/>	/
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	<input type="checkbox"/>	<input type="checkbox"/>	/

Authorized Signature: _____ **Date:** _____

Printed Name/Title: _____

APPENDIX III: PRICING and DECLARATION

PART A: Multipliers

Bidders must submit their Maximum Bid Rates using this table. These rates will be summed for the Pricing Score calculation and will serve as the contract ceilings.

Rate Category	Proposed Maximum NTE Rate (%)
<ul style="list-style-type: none"> ● Maximum Overhead Percentage (General Requirements, Insurance, Site Supervision): ● Maximum Profit Margin (Contractor's Fee): ● Maximum Bonding Percentage (Performance & Payment Bond, if applicable): 	<div style="border: 1px solid black; height: 100px; width: 100%; background-color: #C8E6C9;"></div>
TOTAL COMBINED MULTIPLIER (Used for Scoring Matrix Section 3.7):	0%

PART B: Corporate Anti-Broking & Participation Declaration

I, _____ (Name), as the _____ (Title) of
_____ (Company Name), hereby declare and affirm that:

1. The Respondent is a "Builder" and not a "Broker," maintaining an active, consistent W-2 workforce and company-owned equipment capable of performing substantial construction activities.
2. The Respondent shall actively manage, supervise, and execute direct labor/management contributions in strict compliance with the project-specific contractor participation requirements established during subsequent Joint Scope Meetings (JSM).
3. The Respondent has provided an accurate W-2 Personnel Roster (Attachment B) and acknowledges that HCSO retains the right to request certified payroll records or Form 941 at any time to verify operational capacity and prevent project brokering.
4. The Respondent acknowledges that subcontracting an entire project scope or operating purely as a project broker without performing a meaningful, documented role will constitute an immediate Contract Default, potentially resulting in the termination of individual Task Orders and/or the Master Agreement.

Authorized Signature: _____

Date: _____

**Questions & Answers
#1**

(Deadline for Questions 7/13/2026 @ 3:00pm EST)

1. **“Regarding your recent notice to cancel RFQ 2023-003 and RFQ 2026-012 General Construction IDIQ, specifically Sections 1.2 and 2.7 regarding the 51% Self-Performance Rule:**

Can you please clarify whether it is HCSO's intent to exclude traditional commercial General Contractors and Construction Managers from participating?

As written, the requirement to self-perform at least 51% of the total labor and material value of every Task Order would appear to exclude firms like ~~[omitted contractor name]~~. While we can self-perform general trades such as carpentry, demolition, and miscellaneous concrete, the aggregate value of those trades rarely exceeds 51% of a typical commercial project when specialized trades such as HVAC, Plumbing, Electrical, Fire Protection, and Casework are included.

Is this requirement intended to apply as written, or is the intent simply to prevent firms from acting solely as brokers?

Thank you for the clarification.”

Answer: The intent is not to exclude participation but to confirm what in-house capabilities each respondent possesses. Please refer to Amendment 1 for updates to the solicitation.