



May 19, 2026

SUBJECT: BID 2026-009 JANITORIAL SUPPLIES

Please note and acknowledge the following changes or additions to be included in the referenced section(s) of 2026-009

1. Page 4, is being replaced in their entirety to extend the due date, sample date and Award notification date for the Bid submissions to the following
 - a. Deadline for Submitting Samples: June 2, 2026
 - b. Deadline for Receipt/ Bid Opening: June 4, 2026
 - c. Award Notification Target Date: July 6, 2026
2. Page 26, is being replaced in their entirety to extend the due date for the Bid submissions to June 4, 2026

Please complete the acknowledgement 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/nrc

Enclosures

2026-009 pages 4, 26



CHAD CHRONISTER, SHERIFF

ACKNOWLEDGMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in
Amendment #1 to Request for Proposals 2026-009 Janitorial Supplies

PLEASE PRINT: Company Name: _____

By: _____

Title: _____

Date: _____

Signature: _____

(Signed Acknowledgment must be included with your Submission)

Section 1 Introduction and Instructions

1.1 Bid Overview.

Subject: Invitation to Bid 2026-009
Bid Title: Janitorial Supplies
Bid Opening: April 20, 2026
Bid Opening Place: Sheriff’s Operations Center (SOC)
Buyer: Nicole Carter, NCarter@TeamHCSO.com

The purpose of this Invitation to Bid (Bid) is to describe the requirements of the Hillsborough County Sheriff’s Office for the procurement and delivery of Janitorial Supplies for use within its facilities. Inventory levels shall be maintained by the Sheriff’s Office, with orders placed on an as-needed basis. For the purposes of this Bid, any reference to the “Work” shall be construed as encompassing the Scope of Work and all related performance obligations as set forth herein.

1.1.1 Proposed Schedule.

The Bid schedule set out herein represents the Hillsborough County Sheriff’s Office’s (HCSO or Buyer) best estimate of the schedule that will be followed. If a component of this schedule, such as the deadline for receipt, is delayed, the rest of the schedule may shift accordingly. All times are Eastern Standard Time.

| | |
|--|--------------------------|
| Issue Date: Advertisement/Website Publication/etc. | April 20, 2026 |
| Deadline for Submitting Questions | May 4, 2026 |
| Deadline for Submitting Samples (Date or N/A) | June 2, 2026 3:00pm EST. |
| Deadline for Receipt / Bid Opening | June 4, 2026 3:00pm EST. |
| Award Notification Target Date | July 6, 2026 |

1.1.2 This Bid does not, by itself, obligate the HCSO.

The HCSO’s obligation will commence when the contract is awarded. Upon written notice to the Supplier, the HCSO may set a different starting date. The HCSO will not be responsible for any Work commenced, even in good faith, if it occurs prior to the contract start date set by the HCSO.

1.2 Contract Documents.

During award procedures, the Bid, its attachments, its amendments, and Bid package submitted by the Supplier will become incorporated into an Agreement that becomes the “Contract Document.” This Agreement will require the signatures of the Supplier and either the signature of the Sheriff, Undersheriff, Chief Deputy, or the Chief Financial Officer to become binding. A draft copy of the proposed Agreement and its terms and conditions are attached to this ITB for review. The final executed Agreement may have differing terms due to corrections and/or negotiations. All Bid Packages become the property of the HCSO and will not be returned to the Supplier. The HCSO reserves the right to clarify any contractual relationship in writing with the Contractor, and such written clarification shall govern in case of conflict with the applicable requirements stated in the Bid or the Contractor’s response. In all other matters not affected by the written clarification, if any, the Bid and all amendments thereto shall govern. The Supplier is cautioned that his Bid shall be subject to acceptance without further clarification.

5.7 **Solicitation Packaging Label.**

Below is the information required on the outermost packaging of your Solicitation package **only if the solicitation packet is being shipped, delivered, or if samples are being provided.** Use this as a label.

| | |
|---|---|
| URGENT - SEALED SUBMITTAL PACKAGE ENCLOSED | |
| URGENT | HILLSBOROUGH COUNTY SHERIFF'S OFFICE |
| | SHERIFF'S OPERATIONS CENTER |
| | ATTN: FINANCIAL SERVICES DIVISION – PURCHASING SECTION |
| | 2008 EAST 8 TH AVE |
| | TAMPA FL 33605 |
| | <u>BID PACKAGE SUBMITTAL</u> |
| | From: _____ |
| # 2026-009 | |
| JANITORIAL SUPPLIES | |
| OPENING DATE/TIME: JUNE 4, 2026 3:00pm EST | |
| URGENT | |

END OF SECTION

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK