



# Leon County

## Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301  
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division  
1800-3 Blair Stone Road  
(corner of Miccosukee and Blair Stone Roads)  
Tallahassee, Florida 32308  
(850) 606-1600

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County Attorney

October 24, 2012

RE: Bid Title: Fairbanks Ferry Emergency Access  
Bid No: BC-10-30-12-08  
Opening Date: October 30, 2012 at 2:00 PM

### ADDENDUM #1

Dear Vendor:

This letter serves as Addendum #1 for the above referenced project.

The following shall be added to the bid specifications:

Instructions to Contractors and Subcontractors, CDBG-funded Projects

**Review the federal wage decision for the project. Provide it to subcontractors when obtaining quotes.**

Make sure the listed minimum wage and fringe benefits amounts (or a combination of the 2 in cash) will be paid to each employee. Document fringe benefits.

If a job classification that will be used on the project is not listed, assume that the additional classification will be paid not less than other comparable classes and the/or the general labor rate, whichever is more.

Complete and submit the debarment certification. Contractors and subcontractors who are debarred or suspended are not allowed to participate in the project.

Attempt to utilize certified minority/woman subcontractors. Document your efforts. You may refer to the local and state minority/woman business directories. Some websites are:

<https://www3.dot.state.fl.us/EqualOpportunityOffice/biznet/mainmenu.asp>  
<https://vendorstrator.dms.myflorida.com/directory>  
<https://www3.dot.state.fl.us/EqualOpportunityOffice/biznet/mainmenu.asp>  
<https://vendorstrator.dms.myflorida.com/directory>

<https://leoncountyfl.mwsbe.com/FrontEnd/VendorSearchPublic.asp?XID=9449&TN=leoncountyfl>  
<http://www.tal.gov/ecd/MinorityBusinessEnterpriseDirectory.aspx>

Note the requirements of Executive Order 11246. The minority employment goal for Leon County is 24.3%. For CDBG projects, Hispanics are not considered minorities.

If you have employment opportunities, make recruitment efforts that will reach minorities (African-American, Native American (Alaskan or Indian), Asian/Pacific Islander) and women, and Section 3 residents. One example of this effort would be posting a "Now Hiring" sign on the job site, and taking referrals from the local employment office. Document efforts to hire minorities, women and Section 3 residents.

Determine the Section 3 status of your business. If you believe your business qualifies based on ownership by Section 3 residents, or having 30% or more employees who are Section 3 residents, or subcontracting 25% of the contract value to Section 3 companies, please certify your status as a Section 3 business. Section 3 hiring (if new hires are required) and subcontracting efforts are required.

When hiring, have applicants complete the Section 3 certification form if appropriate. Submit the forms to Deborah Belcher, so the Section 3 hires can be reported. A hiring report will be required. Attempt to use current minority and women and Section 3 employees on the project.

Obtain written authorization for all payroll deductions other than payroll taxes. Provide a copy of the authorizations with the first payroll in which the employee is included. Submit certified weekly payroll reports, including reports from all subcontractors.

Post the wage decision and poster on the job site, along with the EEO poster.

The community gate specifications are attached.

Acknowledgment of this addendum is required as part of your bid submittal. Failure to acknowledge this addendum may result in rejection of your bid.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,



Don Tobin, CPPB  
Purchasing and Contract Administrator

DT

Specifications for Community Gate:

The Community Gate will be a smaller version of the existing entrance gate with;

(2) 36" x 36" x 4' high dry stacked stone columns (price to include concrete footers with rebar)

Columns to have cap rock

15' dual Elite custom gates to match existing entrance gate with ½ HP swing gate operator

Gates must be electric with single key pad and siren over ride for emergency vehicle access and exit loop

Gate must have a battery backup

Work includes all necessary labor, equipment, plans, and electrical permit necessary to construct a completely operational gate in full compliance with the specifications and design schematics herein.



## RIVER'S EDGE

SECONDARY ENTRY

ATKINS

September 2011



# RIVER'S EDGE

SECONDARY ENTRY

September 2011

ATKINS