



# Leon County

## Board of County Commissioners

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

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

### Commissioners

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At-Large

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County Administrator

**HERBERT W.A. THIELE**

County Attorney

November 14, 2012

RE: Bid Title: Request for Proposals for Lafayette Street Sidewalk and Roadway Improvements  
Bid No: BC-11-15-12-02  
Opening Date for RFP: Friday, November 16, 2012 at 9:00 a.m. Eastern Time

### ADDENDUM #9

Dear Vendor:

This letter serves as Addendum #9 for the above referenced project.

The date of the Evaluation Committee Meeting/Training has been moved to Monday, November 19, 2012 at 11:00 a.m. The public meeting notice for this schedule change may be viewed at [www.leoncountyfl.gov/purchasing/publicmeetingnotice](http://www.leoncountyfl.gov/purchasing/publicmeetingnotice). The opening date for this RFP has **NOT** been changed as is still Friday, November 16, 2012 at 9:00 a.m. A Revised Schedule of Events is attached to this addendum.

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,

  
Shelly W. Kelley, PMP  
Leon County Purchasing Director

<b>REVISED Table 1 - Schedule of Events</b>	
<b>Date and Time (all eastern time)</b>	<b>Event</b>
October 16, 2012	<b>Release of the RFP to Short-Listed Firms</b>
<b>Not later than:</b> October 23, 2012 at 5:00 p.m.	<b>DEADLINE FOR PRE-PROPOSAL MEETING QUESTIONS:</b> Date and time by which Pre-Proposal Meeting Questions must be received
October 30, 2012 at 10:00 a.m.	<b>MANDATORY PRE-PROPOSAL MEETING:</b> Date and time a mandatory pre-proposal meeting will be held at Leon County Purchasing's offices, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308. <b>All impacted Utility Agency/Owners are to be invited to the mandatory Pre-proposal meeting.</b>
<b>Not later than:</b> November 5, 2012 at 5:00 p.m.	<b>QUESTIONS/INQUIRIES DEADLINE:</b> Date and time by which questions and inquiries regarding the RFP must be received by Leon County
<b>Not later than:</b> November 16, 2012 at 9:00 a.m.	<b>OPENING DATE:</b> Date and time by which <b>Technical Proposals</b> must be received by the Leon County Purchasing Division, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308
<b>Date and time:</b> November 19, 2012 at 11:00 a.m.	<b>EVALUATION COMMITTEE MEETING:</b> <ul style="list-style-type: none"> <li>• Date and time the Evaluation Committee will meet to receive the Technical Proposals and organize its work.</li> <li>• Meeting will be held at the Leon County Purchasing Division's offices, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308.</li> <li>• This will be a public meeting that the public is invited to attend.</li> </ul>
<b>Tentative Date and time:</b> November 29, 2012.  **Specific times for interviews will be finalized after the submission of the technical proposals.	<b>INTERVIEWS – EVALUATION COMMITTEE MEETING:</b> <ul style="list-style-type: none"> <li>• Date and time period during which interviews will be held between Respondents and the Evaluation Committee at the Leon County Purchasing Division's offices, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308.</li> <li>• This will be a closed evaluation meeting; the public is not invited to attend interviews during which a vendor makes oral presentations or answers questions about a sealed proposal.</li> </ul>
<b>Not later than:</b> December 10, 2012 at 1:00 p.m.	<b>PRICE PROPOSAL DUE DATE:</b> Date and time by which <b>Price Proposals</b> must be received by the Leon County Purchasing Division, 1800-3 North Blair Stone Road, Tallahassee, FL 32308. The Price Proposals will remain sealed, until publicly opened after the Technical Proposals have been evaluated and scored by the Evaluation Committee.
<b>Date and time:</b> December 10, 2012 at 1:30 p.m.	<b>EVALUATION COMMITTEE MEETING TO SCORE AND RANK PROPOSALS:</b> <ul style="list-style-type: none"> <li>• Date and time the Evaluation Committee will meet to: (1) develop the Technical Scores of the Technical Proposals; (2) publicly announce the Technical Scores, and open and announce the Price Proposals (this shall occur during the same Evaluation Committee meeting); and (3) develop the final Adjusted Scores of the Proposals.</li> <li>• Meeting will be held at the Leon County Purchasing Division's offices, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308).</li> <li>• This will be a public meeting that the public is invited to attend.</li> </ul>