

# THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

## Purchasing/Property Records/Warehouse

817 Bill Beck Boulevard, Building 2000 • Kissimmee • Florida 34744-4492

Phone: 407-870-4630 • Fax: 407-870-4616 • [www.osceola.k12.fl.us](http://www.osceola.k12.fl.us)

### SCHOOL BOARD MEMBERS

- District 1 – Jay Wheeler  
407-390-0505
- District 2 – Marjorie Guillen-Melendez  
407-922-5113
- District 3 – Cindy Lou Hartig  
407-832-3999
- District 4 – David Stone, Vice Chair  
407-957-4056



### Superintendent of Schools

Michael A. Grego, Ed.D.

March 23, 2010

RFQ # SDOC 10-Q-070 CJ-FPC

## Construction Manager at Risk for Core Facility Renovations at Thacker Avenue Elementary

### Addendum # 4

The original Request for Qualifications (RFQ) documents shall remain in full force and effect, except as modified herein, and shall take precedence over any contrary provisions in the prior documents. The Request for Qualifications Submittal deadline has been changed the new Submittal deadline is **April 29, 2010 at 2:00 PM**.

This addendum is being issued to delete the last sentence of the Revised Tab 3A, Paragraph #4, to more clearly define the definition of local business participation in Tab 3B, revised the first sentence in Tab 12, Draft Contract and to release a copy of the excel report as outlined in the Revised Draft Contract (pages 68 & 69) as noted in Tab 3B, Paragraph #1. The excel report is posted as a separate attachment on the District's website.

Changed to Read:

#### **Tab 3A Firm's Strategy to Utilize Local Businesses (weighted value of 2 points)**

**(Revised)** Provide your strategy to secure and promote local businesses (see definition below) using the following criteria:

1. Provide examples of creative bid packages that have been utilized to increase local business competition and participation.
2. Provide examples of successfully implementing a local business competition program.
3. Provide a unique approach to effectively prepare and bid out trade packages to local businesses.
4. Provide examples of how your firm utilizes local businesses at participation levels that are cost effective.

#### **Tab 3B Firm's Successful Utilization of Local Businesses (weighted value of 2 points)**

**(Revised)** Provide documentation of your successful bidding strategy and utilization of local businesses using the following criteria:

1. On the two most recent projects that your firm contracted with the School Board of Osceola County, Florida, provide an Excel report that documents the local business goal that was established in the final contract and the actual local business utilization upon final completion of the project. This report shall be in a format as outlined in the Draft Contract. If your Firm has not contracted with the School Board of Osceola County, Florida, please provide the above-mentioned Excel report for your Firm's two most recent school construction projects.

#### **Definition of Local Business – A Firm which meets the following criteria and provides supporting documentation:**

1. Have its headquarters, manufacturing facility, franchise, or office located within the legal boundaries of Osceola County, and

*Student Achievement – Our Number One Priority*

Districtwide Accreditation by the Southern Association of Colleges and Schools

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An Equal Opportunity Agency

2. Maintains all required business licenses by all the appropriate jurisdictions located in Osceola County.
3. Documentation Required: Provide copies of all Business Tax Receipts from all of the appropriate jurisdictions located in Osceola County in the official name of the **firm performing the work or providing the materials**. Said receipt(s) must provide documentation that the firm has been in compliance with **subparagraphs 1 and 2 above** for at least one (1) year prior to the issuance of the **Owner's** RFQ solicitation. In order for a Joint Venture to qualify as a **Local Business**, it must include a local business that has been in compliance with **subparagraphs 1 and 2 above** for at least one (1) year prior to the issuance of the **Owner's** RFQ solicitation and the Joint Venture must properly register its name and obtain all required licenses prior to the **Owner's** RFQ solicitation issue date. The Board has waived the one (1) year requirement until July 1, 2010.

Changed to Read:

**Tab 12 Draft Contract, Miscellaneous Information and Addenda (non-scored)**

**(Revised)** There shall be no exceptions to the standard paragraphs in the **Construction Managers Agreement (draft contract)**. The Draft Contract has been modified to reflect the Local Business Participation Program #1, Board Approved on March 16, 2010. The changes will hold the Construction Manager responsible for following the proposed local business bid strategy delineated in the selection process, maximizing the utilization of local businesses, submitting the required reports to document this utilization, and providing justification when not utilizing local businesses.

**District's Project Management System** - The School Board has recently completed negotiations with e-Builder, Inc. to provide a web-based Project Management Software Solution for the Facilities Division. The Facilities Division will leverage e-Builder to allow all project team members to centrally manage all construction and renovation projects by centralizing and streamlining the management and retention of all construction project documents and communications that are necessary to track project data. The e-Builder Project Management Solution will streamline a broad range of business processes to mitigate delays and provide District Leadership and the School Board real time visibility into the status of all projects using the system's integrated reporting engine and executive dashboards. For more information on this solution, please visit [www.e-builder.net](http://www.e-builder.net). Please submit a statement indicating your firm's ability and commitment to utilizing this project management software solution and/or any concerns or issues that would prevent your firm from using the software.

**Miscellaneous Information/Local Involvement** - Respondents may submit any additional information that may be beneficial for consideration in the selection process. Representative samples of related work may be submitted at the Respondent's option. Provide supporting documentation if your firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act. List any and all examples of other local involvement or support of the School District of Osceola County, Florida, undertaken by the Firm and its employees in the past twelve (12) calendar months from the date of issuance of this RFQ. Examples of such involvement or support may include, but are not limited to, participation in the Academy of Construction Technology (ACT) program or Teacher Free Store (Gift for Teaching).

**Addenda Acknowledged** - Please sign and return any and all Addenda in this section. It is the Respondents responsibility to check the School District's Website at [www.osceola.k12.fl.us/depts/purchasing/index.asp](http://www.osceola.k12.fl.us/depts/purchasing/index.asp) for any additional Addenda.

Addendum #2, RFQ #SDOC 10-Q-070 CJ-FPC  
Construction Manager at Risk for Core Facility Renovations at Thacker Avenue Elementary

If you should have any questions regarding this addendum, please do not hesitate to contact Cheryl M. Jessee, the Purchasing Agent responsible for this project at [jesseec@osceola.k12.fl.us](mailto:jesseec@osceola.k12.fl.us) or by phone at 407-870-4627.

Sincerely,



Cheryl L. Olson, CPPO, C.P.M., CPM, FCCN  
Director of Purchasing and Warehouse Services

CLO/cmj

Acknowledgment of Addendum #4 by Vendor:

This addendum shall be completed by the Vendor and returned with the submittal. If submittal has already been submitted, this addendum must be submitted to the above address in a sealed envelope, which is marked on the outside: Addendum to RFQ, RFQ title and number.

This is to acknowledge receipt of this addendum, which will become part of the RFQ document.

\_\_\_\_\_  
NAME (TYPED OR PRINTED)

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
VENDOR NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PHONE NUMBER