

**Office of Procurement Services**

P.O. Box 7800 • 315 W. Main St., Suite 441 • Tavares, FL 32778

**SOLICTATION:** Building Automation System Replacement at the CAB 11/21/2022

Vendors are responsible for the receipt and acknowledgement of all addenda to a solicitation. Confirm acknowledgement by including an electronically completed copy of this addendum with submittal. Failure to acknowledge each addendum may prevent the submittal from being considered for award.

1. This Addendum changes the bid document titled 22-455 RFP Building Automation System Administration Building from an RFP to an Invitation to Bid (ITB).
2. This Addendum changes the bid document’s Section 5.0, Method of Award to:

Each Submittal will be evaluated for conformance as responsive and responsible using the following criteria:

A. Proper submittal of ALL documentation as required by this Solicitation. (Responsive)

B. The greatest benefits to Lake County as it pertains to: (Responsible)

1. Total Cost;
2. Delivery;
3. Past Performance. In order to evaluate past performance, all Vendors are required to submit at least three verifiable references / relevant projects completed within the last three years that are the same or similar in magnitude to this ITB. The County may be listed as a reference. Use Attachment 3 – References Form;
4. All technical specifications associated with this Solicitation;
5. Financial Stability: A Dun and Bradstreet report may be used by the County to evaluate Vendor’s financial stability. Vendors shall be prepared to supply a financial statement upon request, preferably a certified audit of the last available fiscal year.
6. Any additional submittal requirements.

Award(s) will be made to the lowest responsive, responsible Vendor(s) (no additional details).

The County reserves the right to make awards on a lowest price basis by individual item, group of items, all or none, or a combination; with one or more Vendors; to reject any and all offers or waive any minor irregularity or technicality in submittals received.

Submittals received before the closing date and time listed will be opened, recorded, and accepted for consideration. Vendors’ names will be read aloud and recorded. Submittals will be available for inspection during normal business hours from the Office of Procurement Services 30 calendar days after the Solicitation due date or after recommendation of award, whichever occurs first.

1. **This addendum changes the date vendor’s responses are due from 11/30/2022 to 12/06/2022.**

**ACKNOWLEDGEMENT**

Firm Name: Click or tap here to enter text.

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: Click or tap here to enter text.

Date: Click or tap to enter a date.

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Primary E-mail Address: Click or tap here to enter text.

Secondary E-mail Address: Click or tap here to enter text.