

Addendum #1  
RFP AP 26-15

Security & Access Control Systems Inspection & Maintenance at the Destin-Fort Walton Beach Airport  
formerly Northwest Florida Regional Airport

The following information has been removed and/or changed in the RFP AP 26-15:

1.

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REQUEST FOR PROPOSALS (RFP) & RESPONDENT'S  
ACKNOWLEDGEMENT

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**RFP TITLE:**

Security & Access Control Systems  
Inspection & Maintenance at the Destin-  
Fort Walton Beach Airport formerly  
Northwest Florida Regional Airport

**RFP NUMBER:**

RFP AP 26-15

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**LAST DAY FOR QUESTIONS:**

~~April 16<sup>th</sup>, 2015 2:00 P.M. CT~~  
April 20<sup>th</sup>, 2015 4:00 P.M CST

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**NOTE: PROPOSALS RECEIVED AFTER THE PROPOSAL OPENING DATE & TIME  
WILL NOT BE CONSIDERED.**

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Okaloosa County, Florida solicits your company to submit a proposal on the above referenced goods or services. All terms, specifications and conditions set forth in this RFP are incorporated into your response. A proposal will not be accepted unless all conditions have been met. All proposals must have an authorized signature in the space provided below. ~~All proposals must be sealed and received by the Okaloosa County Clerk of Court by the "RFP Opening Date & Time" referenced above. The official clock for the purpose of receiving proposals is located in the Clerk of Court, Brackin Building Conference & Training Room, #305 located at 302 N. Wilson St, Crestview, FL 32536.~~ All envelopes containing sealed proposals must reference the "RFP Title", "RFP Number" and the "RFP Opening Date & Time". Okaloosa County is not responsible for lost or late delivery of proposals by the U.S. Postal Service or other delivery services used by the respondent. Neither faxed nor electronically submitted proposals will be accepted. Proposals may not be withdrawn for a period of sixty (60) days after the proposal opening unless otherwise specified.

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2. **The following has been removed:**

**SCHEDULE OF EVENTS**

The selection process will be as follows:

<b>EVENT/DESCRIPTION</b>	<b>DATE/TIME</b>
• Mandatory Pre-Proposal Conference	_____
• Mandatory Site Tour	_____
• Respondent Question Deadline	_____
• County Question/Answer Response	_____
• RFP SUBMITTAL DEADLINE	_____

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- Board of County Commissioners  
Approval

3. In the 'General Services Special Proposal Conditions' Item 2:

- A. **Mandatory Pre-Proposal Meeting** – A mandatory pre-proposal meeting will be held at the Purchasing Office, 602 C North Pearl Street, Crestview, Florida on ~~MONTH DAY~~ **at 10:00 A.M. to provide an opportunity for respondents to discuss the proposal. on April 16<sup>th</sup>, 2015 at 2:00 pm at the Destin-Ft. Walton Beach Airport (previously called Northwest Florida Regional Airport), 1701 State Road 85 North, Eglin AFB, FL 32542, in the 2<sup>nd</sup> floor Conference Room.**
- B. **Addendum** - Except as provided in this section, respondents are prohibited from contacting or lobbying the County, County Administrator, Commissioners, County staff, and Review Committee members, or any other person authorized on behalf of the County related or involved with the solicitation. Any inquiries on the scope of work, specifications, additional requirements, attachments, terms and general conditions or instructions, or any issue must be directed in writing to, by US mail or email to:

Okaloosa County Purchasing Department  
602 C North Pearl Street  
Crestview, FL 32536  
Email: [sestes@co.okaloosa.fl.us](mailto:sestes@co.okaloosa.fl.us)  
(850)689-5960

~~All questions or inquiries must be received no later than seven (7) calendar days prior to the proposal closing date. Any addenda or other modification to the proposal documents will be issued by the County five (5) days prior to the date and time of proposal closing, as a written addenda distributed to all prospective respondents by posting to the Florida Online Proposal System (Florida Purchasing Group). To access the Florida Online Proposal System go to: [www.floridabidsystem.com](http://www.floridabidsystem.com).~~

All questions or inquiries must be received no later than the last day for questions (reference RFP & Respondent's Acknowledgement form). Any addenda or other modification to the bid documents will be issued by the County five (5) days prior to the date and time of bid closing, as a written addenda distributed to all prospective respondents by posting to the Florida Online Bid System (Florida Purchasing Group) and the Okaloosa County Web Site. To access the Florida Online Bid System go to: [www.floridabidsystem.com](http://www.floridabidsystem.com). To access the Okaloosa County Web Site go to: <http://www.co.okaloosa.fl.us/purchasing/current-solicitations>.

4. In the 'General Services Special Proposal Conditions' Item 3:

**PREPARATION OF PROPOSAL** – The proposal form is included with the proposal documents. Additional copies may be obtained from the County. ~~The respondent shall submit an original and two (2) copies of the proposal form.~~ **The respondent shall submit an original and six (6) copies (total of 7 copies) of the proposal documents.**

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All blanks ~~on the proposal form~~ **in the proposal documents** shall be completed by printing in ink or by typewriter in both words and numbers with the amounts extended, totaled and the proposal signed. A proposal price shall be indicated for each section, proposal item, alternative, adjustment unit price item, and unit price item listed therein, or the words “No Proposal”, “No Change”, or “Not Applicable” entered. No changes shall be made to the phraseology of the form or in the items mentioned therein. In case of any discrepancy between the written amount and the numeric figures, the written amount shall govern. Any proposal which contains any omissions, erasures, alterations, additions, irregularities of any kind, or items not called for which shall in any manner fail to conform to the conditions of public notice inviting proposals may be rejected.

A proposal submitted by a corporation shall be executed in the corporate name by the president or a vice president or other corporate officer who has legal authority to sign. ~~The corporate seal shall be affixed and attested by the secretary or an assistant secretary.~~

5. In the ‘**General Services Special Proposal Conditions**’ Item 4:

**INTEGRITY OF PROPOSAL DOCUMENTS** - Respondents shall use the original Proposal ~~Sheet~~ **documents** provided by the Purchasing Department and enter information only in the spaces where a response is requested. Respondents may use an attachment as an addendum to the Proposal ~~Sheet~~ **documents** if sufficient space is not available. Any modification or alteration to the original proposal documents by the respondent, whether intentional or otherwise, will constitute grounds for rejection of a proposal. Any such modifications or alterations that a respondent wishes to propose must be clearly stated in the respondent’s response in the form of an addendum to the original proposal documents.

6. In the ‘**General Services Special Proposal Conditions**’ Item 30:

**COMPLIANCE WITH FLORIDA STATUTE ~~119.071~~ 119.0701** - The Respondent shall comply with all the provisions of section ~~119.071~~ **119.0701**, Florida Statutes relating to public records which requires, among other things, that the Respondent: (a) Keep and maintain public records; (b) Provide the public with access to public records on the same terms and conditions that the public agency would provide the records; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the respondent upon termination of the contract.