ADDENDUM #002

Solicitation Number: FDC ITB-26-088

Solicitation Title: Electrical Maintenance and Repair Services

Bids due by: October 6, 2026**,** at 2:30 p.m., E.T.

Addendum Number: 002

Addendum Date: September 15, 2026

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. A notice of protest should be filed with the Agency Clerk, Office of General Counsel, 501 South Calhoun Street, Tallahassee, Florida 32399; or by Fax: (850) 922-4355; or by Email: CO-GCAgencyClerk@fdc.myflorida.com**.**

Please be advised that the information contained in this Addendum is applicable to the original specifications of the above-referenced solicitation. Added new language to the ITB is highlighted in yellow, deleted language is stricken.

This Addendum includes the Department's written answers to the written questions received by the deadline listed in the ITB Timeline.

This Addendum also includes the following changes:

Change No. 1:

A revision to Section 5.2, **Vendor Questions,** is hereby revised as follows:

Vendor Questions

Interested Vendors may email questions relating to this ITB to the Procurement Officer listed below by the deadline in the ITB Timeline. Verbal inquiries and those submitted after the deadline ***will not be acknowledged***.

Procurement Officer:

~~Tammy Shaw~~
Daniel Southerland
Bureau of Procurement
Florida Department of Corrections
501 S. Calhoun Street
Tallahassee, FL 32399-2500
Telephone: (850) 717-3700
Email: purchasing@fdc.myflorida.com

The Department will post its answers to written questions to the VIP on or about the date referenced in the Timeline.

In accordance with Section 287.057(25), F.S., “Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the Agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.”

Persons requiring special accommodations to respond to this ITB because of a disability should contact the Bureau of Procurement at (850) 717-3700, at least five (5) Business Days before any Bid opening or public meeting. Persons who are deaf, hard-of-hearing, deaf-blind, or speech-disabled may contact the Bureau of Procurement by using the Florida Relay Service at 1-800-955-8771 (TTY/ASCII).

The Vendor shall not initiate or execute any negotiation, decision, or action arising from any verbal discussion with a State employee related to this ITB. Only written communications from the Procurement Officer are considered duly authorized expressions on behalf of the Department. Only written communications from a Vendor will be recognized as duly authorized expressions on behalf of the Vendor.

Change No. 2:

Attachment I – Price Sheet information is hereby revised as follows:

[Remainder of Page Left Blank Intentionally]

Attachment I – Price Sheet

The Department intends to issue an award to the Responsible Vendor who submits a Responsive Bid with the lowest Grand Total Hourly Labor Rate for each Zone. Vendors do not have to bid on all eight (8) Zones for their Bid to be considered Responsive, but they must bid on all items listed within a single Zone for their Bid to be considered Responsive. Bids must be firm hourly labor rates. Zoning maps are included in Attachment IX, and service locations are documented by Zone in Attachment X of this ITB. By submitting pricing below, the Vendor agrees that Contract renewal will be under the same terms and conditions as the initial Contract in accordance with Section 287.057(14), F.S., as referenced in Section 3.3.1, Contract Term and Renewal.

For each Zone Bid, the Vendor must also provide a Manufacturer's Suggested Retail Price (MSRP) Discount Rate of at least 10% or higher to be considered Responsive. The discount rate provided shall be applied to all parts and materials charged to the Department for services provided under the Contract.

ZONE 1 Hourly Labor Rate – Electrical Maintenance and Repair Services		
Item #	**Description**	**Hourly Labor Rate**
1	Master Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
2	Master Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
3	Master Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
4	Journeyman Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
5	Journeyman Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
6	Journeyman Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
	Zone 1 – Grand Total Hourly Labor Rate (Items 1 thru 6)	$
Electrical Parts and Materials		
7	~~MSRP% Discount (10% or higher)~~ Cost Plus 10%	~~%~~

COMPANY NAME _____ FEIN _____

Authorized Signature _____ Date _____

Printed Name and Title of Signer _____ Florida License Number _____

ZONE 2 Hourly Labor Rate – Electrical Maintenance and Repair Services		
Item #	**Description**	**Hourly Labor Rate**
1	Master Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
2	Master Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
3	Master Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
4	Journeyman Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
5	Journeyman Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
6	Journeyman Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
	Zone 2 - Grand Total Hourly Labor Rate (Items 1 thru 6)	$
Electrical Parts and Materials		
7	~~MSRP% Discount (10% or higher)~~ Cost Plus 10%	~~%~~

COMPANY NAME _____ FEIN _____

Authorized Signature _____ Date _____

Printed Name and Title of Signer _____ Florida License Number _____

ZONE 3 Hourly Labor Rate – Electrical Maintenance and Repair Services		
Item #	**Description**	**Hourly Labor Rate**
1	Master Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
2	Master Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
3	Master Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
4	Journeyman Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
5	Journeyman Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
6	Journeyman Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
	Zone 3 - Grand Total Hourly Labor Rate (Items 1 thru 6)	$
Electrical Parts and Materials		
7	~~MSRP% Discount (10% or higher)~~ Cost Plus 10%	~~%~~

COMPANY NAME _____ FEIN _____

Authorized Signature _____ Date _____

Printed Name and Title of Signer _____ Florida License Number _____

ZONE 4 Hourly Labor Rate – Electrical Maintenance and Repair Services		
Item #	**Description**	**Hourly Labor Rate**
1	Master Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
2	Master Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
3	Master Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
4	Journeyman Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
5	Journeyman Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
6	Journeyman Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
	Zone 4 – Grand Total Hourly Labor Rate (Items 1 thru 6)	$
Electrical Parts and Materials		
7	~~MSRP% Discount (10% or higher)~~ Cost Plus 10%	~~%~~

COMPANY NAME _____ FEIN _____

Authorized Signature _____ Date _____

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ZONE 5 Hourly Labor Rate – Electrical Maintenance and Repair Services		
Item #	**Description**	**Hourly Labor Rate**
1	Master Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
2	Master Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
3	Master Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
4	Journeyman Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
5	Journeyman Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
6	Journeyman Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
	Zone 5 - Grand Total Hourly Labor Rate (Items 1 thru 6)	$
Electrical Parts and Materials		
7	~~MSRP% Discount (10% or higher)~~ Cost Plus 10%	~~%~~

COMPANY NAME _____ FEIN _____

Authorized Signature _____ Date _____

Printed Name and Title of Signer _____ Florida License Number _____

ZONE 6 Hourly Labor Rate – Electrical Maintenance and Repair Services		
Item #	**Description**	**Hourly Labor Rate**
1	Master Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
2	Master Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
3	Master Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
4	Journeyman Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
5	Journeyman Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
6	Journeyman Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
	Zone 6 – Grand Total Hourly Labor Rate (Items 1 thru 6)	$
Electrical Parts and Materials		
7	~~MSRP% Discount (10% or higher)~~ Cost Plus 10%	~~%~~

COMPANY NAME _____ FEIN _____

Authorized Signature _____ Date _____

Printed Name and Title of Signer _____ Florida License Number _____

ZONE 7 Hourly Labor Rate – Electrical Maintenance and Repair Services		
Item #	**Description**	**Hourly Labor Rate**
1	Master Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
2	Master Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
3	Master Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
4	Journeyman Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
5	Journeyman Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
6	Journeyman Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
	Zone 7 - Grand Total Hourly Labor Rate (Items 1 thru 6)	$
Electrical Parts and Materials		
7	~~MSRP% Discount (10% or higher)~~ Cost Plus 10%	~~%~~

COMPANY NAME _____ FEIN _____

Authorized Signature _____ Date _____

Printed Name and Title of Signer _____ Florida License Number _____

ZONE 8 Hourly Labor Rate – Electrical Maintenance and Repair Services		
Item #	**Description**	**Hourly Labor Rate**
1	Master Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
2	Master Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
3	Master Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
4	Journeyman Electrician – Hourly Labor Rate During Regular Business Hours, 8:30 a.m. to 4:00 p.m. Monday thru Friday, Excluding State Holidays	$
5	Journeyman Electrician – Hourly Labor Rate After Regular Business Hours, 4:01 p.m. to 7:59 a.m. Monday thru Friday, Excluding State Holidays	$
6	Journeyman Electrician – Hourly Labor Rate on Saturdays, Sundays, and State Holidays, 12:00 a.m. to 11:59 p.m.	$
	Zone 8 - Grand Total Hourly Labor Rate (Items 1 thru 6)	$
Electrical Parts and Materials		
7	~~MSRP% Discount (10% or higher)~~ Cost Plus 10%	

COMPANY NAME _____ FEIN _____

Authorized Signature _____ Date _____

Printed Name and Title of Signer _____ Florida License Number _____

Responses to Written Questions
FDC ITB–26-088
Electrical Maintenance and Repair Services

Question Number	Question	Answer
1	I was wondering this ITB is for a specific location. We are in Fort Lauderdale and have several Electrical Maintenance contracts within Broward and Palm Beach. Can you confirm if there is an opportunity within Broward and or Palm Beach or if this ITB is exclusive to another specific area.	Please see **Attachment X**, **Service Locations,** of the ITB. Also, please see Attachment I – Price Sheet, which indicates in part: "…Vendors do not have to bid on all eight (8) Zones for their Bid to be considered Responsive, but they must bid on all items listed within a single Zone for their Bid to be considered Responsive…"
2	The ITB requests "reference letters from a minimum of three (3) customers, including their contact information." Please clarify if these reference letters be authored and signed by representatives of the client/customer organization?	Yes, reference letters should be authored and signed by the customer's representative and on company letterhead. Please see **Section 4.1.2 Minimum Qualifications.** .
3	Are reference letters drafted by the Offeror, then signed by the client, acceptable?	No, reference letters must be provided by the customer on company letterhead.
4	Will FDC accept a reference letter on client organization letterhead as demonstration of authorship and authenticity? If not, what other form of documentation will be acceptable?	Yes, FDC will accept a reference letter on company letterhead signed by the customer's representative.
5	May the Offeror submit other forms of documentation (such as past contract performance reports, CPARs scores, emails, or completion certificates) to fulfill the reference letter requirement?	No, the Vendor must provide reference letters from a minimum of three (3) customers in accordance with Section 4.1.2, Minimum Qualifications.
6	What minimum data should the reference letter contain (project scope, dates, client contact info, outcomes, etc.)?	Vendors must submit a written narrative detailing all their experience relevant to this ITB and provide reference letters from a minimum of three (3) customers, including their contact information, for which the Vendor has provided the same services as specified in this ITB. Reference letters must reflect current or recent services provided by the Vendor and must support the scope of work specified in this ITB. To qualify as current or recent experience, services described by references must be ongoing or have been completed within the three (3) years preceding issuance of this ITB. Please see **Section 4.1.2 Minimum Qualifications.**
7	Would FDC be willing to provide or approve a model reference letter template for Offerors' use?	No. Reference letters must be provided by the customers on each company letterhead, signed by the customer's representative, and in accordance with Section 4.1.2, Minimum Qualifications.

Question Number	Question	Answer
8	Will the Department provide a standardized quarterly report template, or are Vendors expected to propose a format? If self-proposed, what specific data elements must be tracked and reported?	No template will be provided. The Contractor shall provide the Contract Manager a report of all Contract services performed by the 30th Day following each calendar quarter (March, June, September, and December). Quarterly reports must provide, at a minimum, 1) total number of service hours performed during the quarter, 2) total dollar value of services performed during the quarter, 3) total number of parts and materials provided during the quarter, and 4) total dollar amount invoiced for all items sold during the Contract term to date. The Department may, at its sole discretion, develop a format for the Contractor to use in reporting the information above. The Contractor shall utilize any format developed by the Department for this purpose. The Contractor's failure to provide a quarterly report within 30 Days following the end of a Quarter shall result in the assessment of financial consequences. Please see **Section 4.1.3 D, Quarterly Summary Report**.
9	Can the Department clarify the procedure for establishing "mutually agreed-upon timeframes" on service deliveries that cannot be completed the same day? Is this documented via email, PO amendment, or other formal written communication?	The Department will clarify the procedure for establishing "mutual agreed-upon timeframes" at the time of contract execution.
10	How will future additions or deletions of service locations/zones be communicated and incorporated into the contract and pricing structure? Will Vendors be permitted to adjust rates or pricing accordingly?	Future additions or deletions of service locations or zones will be incorporated by an amendment to the contract. Contract pricing will be fixed, as specified in the Vendor's completed **Attachment I**, **Price Sheet**. Please see **Section 3.3.4 Additions and Deletions of Electrical Services.**
11	Section 5.2 identifies Tammy Shaw as the Procurement Officer for this solicitation, whereas Daniel Southerland is shown as the Procurement Officer on the cover (page 1 of	Please see Change No. 1 of this Addendum.

Question Number	Question	Answer
	65). Please confirm the FDC's point of contact for this solicitation.	
12	Section 4.4 states that the performance bond requirement is for $10,000 whereas Attachment VII states "$10,000.00 or the average annual price of the Contract (averaged from the initial term of the Contract). Please clarify the required value of the performance guarantee/bond.	Within 10 Business Days of Contract execution, the Vendor shall furnish the Department with a performance guarantee in the amount of $10,000.00.
13	Please define how after-hours, weekends impact Service Level Agreement (SLA) expectations. Example: if a non-emergency request comes in at 5PM on Friday, what are the on-site response time expectations?	A qualified technician must be on-site to assess a non-emergency situation within 24 hours of the Contractor receiving a Non-Emergency Service call or within a timeframe mutually agreed upon with the Department. Please see section **4.1.7 Non-Emergency Service Calls**.
14	Section 4.1.3(B)(g) states that only on-site hours are billable, and that en route/travel expenses are not payable. Please confirm if this applies equally to emergency calls and after-hours calls, with no exceptions.	Yes, Section 4.1.3,B, g) applies to all electrical and maintenance service repair calls. Please also see section **4.1.7 Non-Emergency Service Calls**.
15	Please provide historical service call volume by facility and zone for the previous 2–3 years, including emergency versus non-emergency activity.	Historical data is not available. Electrical service providers have been called out on an as-needed basis during times of emergencies generally following some type of severe inclement weather or an emergency failure beyond the scope of onsite electricians.
16	Please provide average labor hours per service call (emergency and non-emergency) by zone or facility type.	Labor hours depend upon the type of service call. Average labor hours cannot be determined.
17	Please provide inspection reports, asset condition data, or known electrical deficiencies available for facilities listed in Attachment X.	Due to security reasons, this information will be provided to the contactor(s) on an as-needed basis, after contract award.
18	Section 4.1.3(B)(b) indicates permit and inspection costs are reimbursable. Please confirm all associated	Administrative time is not billable. Permits and associated fees are billable, as outlined in Section 4.1.3, B, b).