HENDRY COUNTY SCHOOL DISTRICT

FINANCE & PURCHASING DEPARTMENT
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ADDENDUM NO. 2

ITB # 27-005: District-Wide Facility Maintenance, Renovation, Painting, Flooring, Pressure Washing, Plumbing, Tree Services, Structural, Fencing, Concrete, Asphalt & Roofing Services

Date of Issuance:	November 25, 2026
Bid Due Date & Public Opening:	**December 4, 2026 at 2:00 P.M. EST (Unchanged)**
Purchasing Department Contact:	Brandynn Marroquin, Purchasing Department (procurement@hendry-schools.net)

IMPORTANT NOTICE TO ALL PROSPECTIVE BIDDERS:
This Addendum No. 2 forms a mandatory, integral part of Invitation to Bid (ITB) # 27-005. The clarifications and official answers set forth herein supersede any prior verbal statements or informal discussions. Pursuant to Sections 2.2 and 2.4 of the ITB, all bidders must execute the Acknowledgment of Addenda section on the final page of this document and include it in Tab 1 of their sealed bid submittal. Failure to acknowledge all issued addenda may result in the disqualification of the bid as non-responsive.

Section I: Formal Questions and Answers

Question 1 [Travis Porter — Lloyd Roofing, Inc. — Roofing Ancillary & Detail Work (Copings, Wall Flashings, Drains, Penetrations)]:
"Roofing projects often require additional items not directly measured by roof square footage (e.g., Linear Foot, Each/Count). This includes items like deteriorated copings, wall flashing sealing/replacement, roof drains, edge metal seams, and penetration sealing/re-flash. How do we measure and bill for these types of items?"

Official District Response:
Primary roof membrane replacement, re-roofs, and major field patches are measured and billed strictly at the contracted square footage unit rates submitted in Attachment I (Item 10.01 for TPO, Item 10.02 for Torch Down, and Item 10.03 for Steel/Metal Roofing).

Where ancillary, detail, linear, or count repairs cannot be captured by field square footage, work shall be billed as follows:
1. Labor: Billed at the contracted flat hourly labor rate for Commercial Roofing Specialist ($/HR) based on approved man-hours.
2. Materials & Hardware: Replacement metal copings, edge metals, drain assemblies, flashing metals, and penetration boots shall be reimbursed at actual net supplier invoice cost with zero percentage markup (0%), supported by itemized receipts pursuant to Section 41.4.
3. Work Orders Over $3,000: For scheduled repairs estimated to exceed $3,000, the contractor must submit an itemized pre-job quote detailing estimated labor hours and exact material costs prior to receiving an official Notice to Proceed.

Question 2 [Travis Porter — Lloyd Roofing, Inc. — Material Billing for Full Manufacturer Packages vs. Installed Quantities]:
"When a roofing repair requires purchasing a minimum quantity of manufacturer-packaged material (e.g., a full roll of TPO detail membrane or roll of modified bitumen when only 10 sq. ft. is needed), is the contractor permitted to invoice the District for the entire purchased quantity? If only permitted to bill for the quantity physically installed, how is the contractor expected to recover the cost of the remaining material?"

Official District Response:
Pursuant to Section 41.4 of the ITB and School Board Policy 6320, materials are reimbursed at actual net invoice cost with zero markup. If a repair requires a specialized manufacturer-packaged product that cannot be purchased in smaller increments, the contractor must identify this requirement in its pre-job written estimate.

• District Ownership of Full Packages: If the District is invoiced and pays for the entire package or roll, any remaining unused material remains the legal property of the Hendry County School District and must be tagged and delivered to the Facilities Department maintenance warehouse upon project completion.
• Prorated Billing Alternative: Alternatively, the contractor may elect to retain the balance of the packaged material in its inventory for other commercial clients and invoice the District only for the prorated net cost of the square footage physically installed on the District facility.
• Direct Material Purchases: For larger material orders exceeding $2,500, the District reserves the right to issue a direct Purchase Order under its sales-tax-exempt certificate pursuant to Section 41.5.

Question 3 [Travis Porter — Lloyd Roofing, Inc. — Truck Stock & Bulk Consumables Invoicing]:
"If a small portion of materials commonly used and found on service trucks is used (e.g., a single tube of sealant from a case purchased in bulk), how is the contractor to produce a supplier invoice for that single item?"

Official District Response:
Standard Consumables: Common truck consumables (such as rags, standard utility fasteners, disposable brushes, masking tape, and drill bits) are considered incidental contractor supplies and are fully included within the contractor's fully burdened hourly labor rates.

Direct-Charge Bulk Stock: For verifiable job-specific products stocked in bulk (such as commercial roofing sealants or adhesives), the contractor may invoice the District for the exact unit(s) consumed on that job at the documented per-unit net cost. To satisfy public audit requirements under Chapter 119, F.S., and Board Policy 6320, the contractor must attach a copy of the original supplier invoice showing the bulk purchase price and indicate the unit breakdown (e.g., total case cost divided by the number of tubes = per-tube net cost billed).

Question 4 [Virgil Vanpelt — P.K. Management Group, Inc. — Subcontractor Utilization & Trade Licensing Prerequisites]:
"May work under this contract be performed by subcontractors or local trade partners under P.K. Management Group as prime contractor — and if so, what conditions apply (for example, prior District approval, and whether the subcontractor holds the Florida license for its trade)?"

Official District Response:
Yes, subcontracting is permitted, subject to strict statutory and contractual prerequisites:
1. Contractor Accountability (No District Privity): Under Section 20 (Sub-Contracts) of the ITB, no contractual relationship is established between any subcontractor and the District. The prime contractor remains 100% accountable and liable to the District for all acts, workmanship, scheduling, and omissions of all subcontractors.
2. Mandatory Disclosure & Approval: Bidders intending to utilize subcontractors must submit a complete list of proposed firms (including legal company name, trade license numbers, and designated scopes of work) with their bid submission. Any subsequent changes require prior written approval from the District.
3. Trade Licensing: Any subcontractor performing work in trade categories governed by Florida Statutes (including Roofing, Plumbing, Concrete/Structural, and General Construction under Chapter 489, F.S.) must hold a current, active Florida Certified or Registered Contractor license in their respective trade.

4. Jessica Lunsford Act (F.S. 1012.465): All subcontractor personnel entering school grounds when students are present must clear Level 2 fingerprint background screening (FDLE/FBI) and display District-issued photo ID badges prior to accessing any site.
5. E-Verify & Debarment Compliance: All subcontractors must be verified through the U.S. Department of Homeland Security E-Verify system pursuant to Section 448.095, F.S., and must not be listed on federal (SAM.gov) or state (F.S. 287.1351) debarment lists.
6. Commercial Insurance: Subcontractors must be covered under the prime contractor's commercial insurance or provide separate Certificates of Insurance meeting District minimums ($1M/$2M CGL, Statutory Workers' Comp, $1M Auto), naming the School Board as an additional insured.

Question 5 [Jason Thompson — Jason's Doing it all Services, LLC — Hourly Rate Labor Billing: Individual Worker vs. Blended Crew Rate]:
"Does the requested flat hourly rate represent a per-employee labor hour or the total hourly rate for the crew performing the service?"

Official District Response:
The flat hourly rates requested in Attachment I represent a per-employee, per-man-hour rate ($/HR) for each specific trade classification, NOT a blended crew rate.

When a work order authorizes a multi-person trade crew, labor billing will be calculated as:
Approved Labor Billed = (Number of Authorized Workers) × (Actual Hours Worked) × (Contracted Flat Hourly Rate).

Bidders must also specify on Attachment I the maximum number of concurrent crews they can deploy across District facilities simultaneously.

Question 6 [Jason Thompson — Jason's Doing it all Services, LLC — Equipment Tooling vs. Specialized Machinery Billing]:
"Attachment I specifies that hourly rates must include standard trade tooling. Could you please clarify whether specialized equipment is also expected to be included in the flat hourly rate or if such equipment may be billed separately when required?"

Official District Response:
No separate equipment rental, mobilization fee, or surcharge may be billed for any standard or specialized equipment required to perform the scopes of work defined in this ITB.

Section 1.2 (Minimum Qualifications) and Section 42 (Scope of Services) mandate that contractors must own or lease all commercial-grade trade equipment necessary for execution—specifically including, but not limited to:
• High-reach boom lifts and commercial pressure washers (min. 3,000 PSI);
• Tree removal bucket trucks, commercial wood chippers, and stump grinding machinery;
• Floor grinding machines, subfloor preparation equipment, and carpet tools;
• TPO automatic heat welders and modified bitumen torches;
• Concrete walk-behind saws and finishing machines;
• Asphalt sealcoating and crack-filling rigs.

The cost of acquiring, maintaining, fueling, transporting, and operating all such specialized machinery and trade tools is deemed operational overhead and must be fully factored into the contractor's flat hourly labor rates and specialized unit pricing. Separate equipment rental will only be considered in rare instances involving extraordinary, non-standard machinery required for an unforeseen emergency repair outside the trade categories of this ITB, and only with advance written authorization from the Director of Facilities.