

Polk State College

RFQ#21-02 CMAR Services, Building#4 WFA building

Pre-proposal Conference 11.16.2021

Meeting Agenda

Conference call No. 877-919-7704, participant code: 5631844

1. WELCOME ALL, hosted by George. Urbano and Mark Lillquist.
2. Meeting will be recorded; Angie Armbruster, procurement specialist
3. Introduction of college officials
4. Roll call: name, company, and title (speak slowly)
5. Solicitation highlights:
 - a. Procurement timeline, Addendum A
 - b. 70 pages excluding tabs
 - c. New scoring pages
 - d. NO theatre redesign
 - e. Theatre safety
 - f. Academic and arts space, office
 - g. Support space/equipment
 - h. Roof replacement and hi-bay area brick work
 - i. Florida statute compliance
 - i. Polk State Purchasing manual
 - ii. FS 286.011 Public meetings
 - iii. FS 119.07 Public records
 - iv. ALL communications must be through Procurement Department
6. Site Visits; Coordinate through Ms. Angie Armbruster
 - a. 863-669-2918
 - b. purchasinggroup@polk.edu
7. Submittal
 - a. December 1, 2021, 4:00PM
 - b. Procurement room WAD 138
 - c. Date and time stamped
 - d. Late submittals will not be accepted
 - e. Maps and directions to Polk State College at www.polk.edu/locations
 - f. Statement of No BID
8. Round Table conference participants