

Additional Questions – SUP-BP #02-24

- 1. Is it preferable to have three business references or two business references and one department reference?**
 - a. It is up to the respondent to decide which combination best supports their proposal.
- 2. Is there a specific format that the proposal needs to be when submitted/presented. We understand all items in the SUP need to be addressed in the proposal, but did not know if there is a specific format needed. Also, when submitting the proposal is there limit on the number of attachments included?**
 - a. Proposals should be submitted in Portable Document Format (“PDF”). There is no limit on the number of attachments included. Full proposal requirements are listed in the business plan packet.
- 3. Under the current concession contract that the Friends of Highlands Hammock is operating under we provided capital improvements. Does Tallahassee have a specific list of the assets/items that were counted as the capital improvements requirement? I know per the agreement that any capital items we contributed are now property of the department. As we work through the SUP for the bid on the new concession contract, I want to reference the owner of assets correctly. If Tallahassee has a list of the capital items that were counted under the current contract, can you send me that detail?**
 - a. See the list of capital improvements on page 2 of this document for Department approved capital improvements.

Highlands Hammock Capital Improvements

Date	Description	Amount	Approved Amounts
24-Oct-16	Refrigerator	\$1,339.94	
Mar-17	Concrete pad for shed	\$2,400.00	\$2,400.00
23-Mar-17	Install deadbolt, rekey locks	\$240.00	\$240.00
27-Mar-17	Shed	\$4,980.00	\$4,980.00
1-Apr-17	Acid wash and seal floors	\$1,094.80	\$1,094.80
5-Apr-17	Radios	\$349.96	
7-Apr-17	Cabinets	\$1,575.48	\$1,575.48
17-Apr-17	PQS System	\$888.00	
26-Apr-17	Apple Ipad Air	\$411.98	
1-Apr-17	Slat wall (APR-AUG)	\$1,239.79	\$1,239.79
May-17	Paint	\$528.34	\$528.34
May-17	Shelving & brackets, display cases	\$954.18	\$954.18
May-17	Alarm system check & repairs	\$100.50	
3-May-17	Freezer	\$242.85	
1-Jun-17	Bakers rack, other racks	\$400.00	
14-Jun-17	Countertops	\$1,500.00	\$1,500.00
5-Sep-17	Radios	\$392.54	
10-Oct-17	Repair primitive road	\$2,960.00	\$2,960.00
9-Nov-17	Store fixtures	\$275.00	\$275.00
14-Dec-17	Cooler	\$375.00	
31-Dec-17	Chest freezer	\$199.00	
11-Apr-18	Cleaned & removed debris from the South canal	\$4,600.00	\$4,600.00
10-Jun-18	New sink and faucet	\$524.31	\$524.31
5-Jul-18	Installed new sink, redid drain lines, water to sink and main water cutoff to store	\$952.00	\$952.00
23-Aug-18	Road work on South Canal	\$1,250.00	\$1,250.00
17-Oct-18	Road work on South Canal	\$1,400.00	\$1,400.00
15-Nov-18	Book display & stand	\$277.24	\$277.24
11-Dec-18	Laptop	\$321.43	
12-Dec-18	Road work on South Canal	\$1,250.00	\$1,250.00
3-Jan-19	Freezer	\$449.99	
23-Jan-19	Road work on South Canal	\$2,400.00	\$2,400.00
29-Jan-19	2 Door cooler & freezer	\$4,020.00	
31-Jan-19	Wood display stand	\$200.00	\$200.00
19-Feb-19	Greeting card holder	\$91.33	
20-Feb-19	Road work on South Canal	\$1,850.00	\$1,850.00
Total		\$42,003.65	\$32,451.14


 JOHN K. PAYNE

10/24/19