

**INNOVATION PARK  
REQUEST FOR PROPOSALS  
RFP 19-02 Collins Building Repair and Renovation**

The Leon County Research and Development Authority (“Authority”) is requesting proposals for the repair and renovation services for the Collins Building at Innovation Park, which proposals shall be due 1:00 PM (EST), Monday, March 4, 2019. Specific requirements are included in the RFP package; however, the services will generally include replacement of flooring & ceiling tiles, wall painting, a few partition wall and door adjustments and repairs, and conversion of office space into a kitchen/breakroom. The Authority intends to award a single contract for these services. The area to be renovated is approximately 6,000 square feet.

A required pre-submittal conference meeting and walk-through of the job site will be held at the Innovation Park Collins Building, 2051 E. Paul Dirac Drive, Tallahassee, Florida, at 10:00 AM on Monday, February 18, 2019.

Once the RFP is advertised, all communications between interested firms and the Authority shall be limited to written communications directed to the contact person below.

The formal RFP package may be obtained from and any inquiries are to be directed to:

Ron Miller, Executive Director  
Leon County R&D Authority  
1736 W. Paul Dirac Drive  
Tallahassee, FL 32310  
Email: [rmiller@inn-park.com](mailto:rmiller@inn-park.com)

Or

Via the Internet at <http://innovation-park.com/opportunities/>

The Board in its sole discretion may reject any or all proposals when deemed in the best interest of the Authority.

FOR PUBLICATION February 8, 2019 and February 11, 2019.