

**Office of Procurement Services**

P.O. Box 7800 • 315 W. Main St., Suite 416 • Tavares, FL 32778

**SOLICTATION: General Planning, Zoning and Strategic Economic Development Consultation Services**  4/7/2025

Vendors are responsible for the receipt and acknowledgement of all solicitation addenda. Submit an electronically signed copy with solicitation submission. Failure to acknowledge an addendum may prevent the submission from being considered for award.

THIS ADDENDUM DOES NOT CHANGE THE DATE FOR RECEIPT OF PROPOSALS.

**QUESTIONS/RESPONSES**

Q2.Can you please clarify why the Pricing Form has been included in this Request for Proposal and how an applicant should complete that form? The nature of this solicitation is more in line with the format of a Request for Qualifications (RFQ) than a Request for Proposal (RFP).

**A2. The Attachment 2 Pricing Form has been removed from the proposal documents and not required. To confirm, this solicitation is a Request for Proposal, not a Request for Qualifications.**

Q3. Is the County willing to update he RFP to provide specific Scoring/Point ranges in “Section 7 – Method of Award”?

**A3. See Exhibit E – Proposal Scoring Sheet for these specifics.**

Q4. In the captioned solicitation, you indicate in an amendment that you would be hiring multiple firms to fulfill various services as needed. While those services are generally described, the particulars are not specified. The cost sheet in the solicitation indicates that respondents should provide a lump sum or a fee for such services…since it seems premature to cite such a cost or a fee absent a project or assignment, we are assuming that a schedule of hourly rates would be appropriate…is that the case? Can you clarify these intentions or requirements?

**A4. See answer to Q2 above regarding the pricing sheet / request for pricing. As to the particulars of the services needed, that will be determined and discussed by the department on a case-by-case basis with the awarded Contractors.**

Q5. Copies of licenses are requested in both section 8.5.1 and 8.5.2. Would you like us to provide personnel and firm licenses in both sections?

**A5. Both.**

***REVISED 4.8.25* ADDITIONAL INFORMATION**

**Attachment 2 – Pricing Form has been deleted and no longer required to be submitted.**

**ACKNOWLEDGEMENT**

Firm Name: Click or tap here to enter text.

I hereby certify that my electronic signature has the same legal effect as if made under oath; that I am an authorized representative of this vendor and/or empowered to execute this submittal on behalf of the vendor.

Signature of Legal Representative Submitting this Bid: Click or tap here to enter text.

Date: Click or tap to enter a date.

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Primary E-mail Address: Click or tap here to enter text.

Secondary E-mail Address: Click or tap here to enter text.