



PALM BEACH  
*Gardens*

**CITY OF PALM BEACH GARDENS**

**PURCHASING DEPARTMENT**

**SOLICITATION ADDENDUM**

**Addendum No. 2**

**DATE:** October 25, 2016

**TO:** All Potential Proposers

**SOLICITATION NO.:** RFP2016-032EM

**TITLE:** Emergency Debris and Disaster Recovery Services

**OPENING DATE:** Friday, October 28, 2016 @ 3:00PM

This Addendum is and does become a part of the above-mentioned Solicitation.

The following questions were received from potential Proposers, and the responses are provided as shown.

**Question 1:** P. 20 says that Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. This is under the title Byrd Anti-Lobbying Amendment. Does the Certification Regarding Lobbying form later in the RFP count as the required certification?

**Response:** *The required certification is found in Section 9 of the RFP (page 46).*

**Question 2:** P. 34 states that we need to submit 1 signed original Solicitation Summary and an electronic version of the Proposal. It later states that an original hard copy of the proposal is not required. Am I correct in saying that the only original hard copy document needed in our Submittal package is the Solicitation Summary form? Therefore, our Proposal Submittal would only contain a USB of the proposal and a signed Solicitation Summary form?

**Response:** *An original hard copy is not required. The Proposal Submittal should contain a USB or CD/DVD of your Proposal and the signed Solicitation Summary Form.*

**Question 3:** Does this mean we also do not send an original signed bid bond with our Proposal Submittal?

**Response:** *Section 4.8 requires each Proposer to provide a Bond/Guaranty with its Proposal. This Bond must be included in the Proposal Submittal.*

Question 4: P. 39 under Negotiations states that any proposer recommended for negotiations may be required to provide current financial statements and litigation regarding a governmental agency. Are these things required with the proposal submittal or during the award process?

*Response: This information/documentation would be requested by the City during the negotiation process.*

Question 5: P. 42 Required Submittals states that we need to provide written information on various bullet points.

F and G in this section start with the phrase “upon request from the City.” Does this mean that these do not need to be submitted with the proposal?

F references providing a Balance Sheet and Profit and Loss Statement

G references providing bank references

*Response: These do not need to be submitted with the Proposal. If they are required during the evaluation or negotiation process, the City will request them.*

Question 6: I don't see where the proposal mentioned disposal fees of the collected debris. Does the City pay disposal fees or will the contractor pay them?

*Response: Please refer to section 5.9 (d). The Contractor pays the tip fee and the City reimburses at no mark-up.*

Question 7: There is a signature line on the last page of attachment C in excel. We will be submitting the proposal as a PDF on a USB. Are we to PDF attachment C to include in our full proposal and have an authorized representative sign? Does the City also require an excel version of attachment C to be on the USB apart from our Proposal in PDF format?

*Response: You should sign and PDF Attachment C, and also include Attachment C separately in a non-password protected Excel format.*

All other terms, covenants and conditions of the subject solicitation and any addenda issued thereto shall apply, except to the extent herein amended.

*Km! Ra*

**CPPO, CPPB, CPSM, C.P.M., CAP-OM, CPCP, FCCM, PMP  
Purchasing and Contracts Director**