



Carlos A. Gimenez, Mayor

DATE: December 8, 2015
TO: Prospective Proposers
FROM: Daniel T. Wall, Contracting Officer
SUBJECT: RFP No. 1115 – FY 2015-16 Environmental Education Community-Based Funding
PROPOSAL SUBMISSION DEADLINE: 4:00 P.M., Friday, December 11, 2015

FORMAL ADDENDUM No. 2

This Addendum is hereby made a part of the Request for Proposals (RFP) No. 1115 for Environmental Education Community-Based Funding.

Item 1. Application Checklist For Fully Completed Application And Prescribed Order:

Page 26, Section 8.0 Application Checklist For Fully Completed Application And Prescribed Order, 6) Affidavits and Requirements – Please strike “A1 – A6 (Appendix E) (Only one copy of required attachments must be submitted as part of the original proposal) Please note that Forms A2 and A4 must be notarized.” and replace with “(Appendix E) (Only one copy of required attachments must be submitted as part of the original proposal).”

Item 2. Clarification of Questions from Pre-Proposal Conference:

Questions may have been edited for clarity.

Q. Appendix F does not appear on page 26, Section 8.0 Application Checklist For Fully Completed Application And Prescribed Order, do we have to print out the forms in Appendix F and submit as part of the proposal?

A. No, Appendix F is provided for information only.

Q. We have a Certificate of Good Standing from Delaware, the state in which we were originally incorporated. Would this certificate be acceptable instead of getting a certificate from Sunbiz?

A. Although not including a Certificate of Status from Sunbiz in your proposal will not disqualify your proposal since it is not listed in Section 5.6 Minimum Requirements for FY 2015-16 Environmental Education Services CBO RFP No. 1115 on pages 9 and 10, it is a required element for the proposal as stated in Section 8.0 on page 26 and will be required prior to the execution of any contract that results from this RFP. Proposers should make every effort to include this document in the proposal. If not, then a certificate from another state should be submitted with an explanation for its inclusion instead of one from Sunbiz.