

**ADDENDUM 1
REQUEST FOR QUALIFICATIONS PACKAGE
RFQ-TPT-11-01
TRANSPORTATION AND CIVIL ENGINEERING SERVICES**

July 19, 2011

To Proposers:

The following changes, clarifications, and additions are hereby made part of the Request for Qualifications Package for the above referenced RFQ dated June 2011 as fully and completely as if the same were fully set forth therein.

1. **Proposer Acknowledgement Form:** "Contact" is revised as follows and corrected form is attached:
Valerie Manning
City Clerk/ Administrative Assistant
386-248-9441
386-248-9448
vmanning@hollyhillfl.org

2. **Section 2 General Conditions, Instructions and Information for Proposers – Public Closing:** Revised as follows as indicated by ~~striketrough~~ text indicating deletion and **bolded underlined** text indicating addition:
"Qualifications shall be received at the City Clerk's office at the above referenced address by the specified time and date. As soon as possible thereafter the names of the Proposers shall be read aloud at the specified location. Persons with disabilities needing assistance to participate in the Public Closing should notify the City Clerk at least 48 hours in advance of the Public Closing at ~~386-248-9440~~ **(386)248-9441**."

3. **Section 2 General Conditions, Instructions and Information for Proposers – Qualification Submission and Withdrawal:** The RFQ Document specified "Proposers shall submit Five ~~(5)~~ **COMPLETE SETS** (one [1] original and 4 copies) of the complete Qualification with all supporting documentation in a sealed envelope/container marked as noted above." This conflicts with the published Request for Qualifications which states "One clearly marked original and five (5) copies of the proposal..."

Clarification is as follows: Consultants are to submit **five (5)** complete sets (one original and four copies).

4. **Section 2 General Conditions, Instructions and Information for Proposers – Qualification Submission and Withdrawal:** Revised as follows as indicated by ~~striketrough~~ indicating deletion and **bolded underlined** text indicating addition:
"The CITY cautions Proposers to assure actual delivery of mailed or hand-delivered Qualifications prior to the deadline set for receiving Qualifications. Telephone confirmation of timely receipt of the Qualification may be made by calling ~~(386) 248-9440~~ **(386)248-9441**, before the 2:00 deadline. "

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5. **Section 2 General Conditions, Instructions and Information for Proposers – Inquiries/ Interpretations:** Revised as follows as indicated by ~~strickethrough~~ indicating deletion and **bolded** **underlined** text indicating addition:
“All Proposers shall carefully examine the RFQ documents. Any ambiguities or inconsistencies shall be brought to the attention of the City Finance Department in writing prior to the due date; failure to do so, on the part of the Proposer, will constitute an acceptance by the Proposer of any subsequent decision. Any questions concerning the intent, meaning and interpretations of the RFQ documents including the attached draft agreement, shall be requested in writing, and received by the City Clerk’s office at least ten (10) business days prior to the due date. The City will not be responsible for any oral instructions made by any employee(s) of the CITY in regard to this RFQ. Telephone No. ~~386-248-9440~~ **(386)248-9441**, Fax No. 386-248-9448. Oral statements given before the Qualification Due Date will not be binding.”
6. The closing date and time remains unchanged.

Disclaimer: This addendum was posted on the City’s website (www.hollyhillfl.org) and also sent via e-mail. It is the sole responsibility of the Proposer to confirm that all addenda have been received prior to submitting Qualifications sign, date, and return the latest addendum with their Qualification.



RFQ- TRANSPORTATION AND CIVIL ENGINEERING SERVICES

<p>SUBMIT QUALIFICATIONS TO:</p> <p>City of Holly Hill 1065 Ridgewood Avenue Holly Hill, FL 32117</p> <p>Attn.: City Clerk</p>	<p align="center">REQUEST FOR QUALIFICATIONS</p> <p align="center">and Proposer Acknowledgment</p>
<p>Contact: Valerie Manning City Clerk/ Administrative Assistant 386-248-9441- Phone 386-248-9448 - Fax vmanning@hollyhillfl.org</p>	<p align="center">RFQ-TPT-11-01 Continuing Service Contract for Transportation and Civil Engineering Services</p>
<p>Pre-Submittal Meeting Date: June 28, 2011</p> <p>Pre-Submittal Meeting Time: 2:00 PM</p> <p>* Attendance to pre-submittal meeting is MANDATORY</p>	<p>Location of Pre-Submittal Meeting: City of Holly Hill Workshop Conference Room 1065 Ridgewood Avenue Holly Hill, FL 32117</p>
<p>Qualification Due Date: July 21, 2011</p> <p>Qualification Due Time: 2:00 PM</p>	<p>Location of Public Opening: City of Holly Hill 1065 Ridgewood Avenue Holly Hill, FL 32117</p>
<p>Proposer Name:</p>	<p>Federal Employer ID Number or SS Number:</p>
<p>Mailing Address:</p>	<p>If returning as a "No Submittal", state reason (if so, return only this page):</p>
<p>City, State, Zip:</p>	
<p>Type of Entity: <i>(Circle one)</i></p> <p>Corporation Partnership Proprietorship Joint Venture</p>	<p>X _____ Authorized Signature (Manual)</p>
<p>Incorporated in the State of:</p>	
<p>Telephone Number:</p>	<p>Typed Name:</p>
<p>Toll Free Telephone Number: (800)</p>	<p>Title:</p>
<p>Fax Number:</p>	<p>Date:</p>

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR QUALIFICATION

The Applicant is expected to completely analyze the information contained in this Request for Qualifications as guidance for the preparation of the submittal. The Applicant's submittal shall be sufficiently specific, detailed, and complete to clearly and fully demonstrate the Applicant's understanding of the proposed work requirements.