

RFP # 21-CM-007
“REDEVELOPMENT OF CITY OWNED PROPERTY”
CITY OF MOUNT DORA

ADDENDUM #1

To All Plan Holders:

The following changes, clarification and additions are hereby made part of the **RFP #21-CM-007 “REDEVELOPMENT OF CITY OWNED PROPERTY”** for the above as fully and completely as if, the same were fully set forth therein.

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**PLEASE BE ADVISED OF THE FOLLOWING CLARIFICATION:**

**On Page 13 under Tab II – Summary of Qualifications the first bullet currently reads as:**

“Firm Qualifications - Please state the size of the firm years of experience, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff available for this contract. Include a description of the firm’s recent experience in providing salary surveys and/or compensation plan reviews to municipalities, focusing on municipalities in Florida.”

**On Page 13 under Tab II – Summary of Qualifications the first bullet NOW correctly reads as:**

“Firm Qualifications - Please state the size of the firm, years of experience, the location of the office from which the work on this engagement is to be performed and the number and nature of the professional staff available for this contract.

**PLEASE BE ADVISED OF THE FOLLOWING QUESTIONS AND ANSWERS:**

**Q1.** On Page 14, the tabs listed move from Tab IV to Tab VI. Tab V is missing. Is this intentional?

**A1.** No, this was an error. The correct tab sequence is Tab I through Tab VII: Tab I – Management Summary/Approach to the Project; Tab II – Summary of Qualifications; Tab III – References; Tab IV – Acceptance of Conditions; Tab V – Documents; Tab VI – Required Forms; and Tab VII – Additional Data.

**Q2.** Under Tab II's first bullet point, "Summary of Qualifications" it states we should: "Include a description of the firm’s recent experience in providing salary surveys and/or compensation plan reviews to municipalities, focusing on municipalities in Florida." Is this supposed to be in this RFP, and if so, could you provide some clarification on what this means?

**A2.** Refer to the Clarification section at the top of this addendum for the corrected language.

**Q3.** I also just want to confirm that PDFs are an acceptable form for us to submit.

**A3.** Yes, PDF format is acceptable and preferred.

(Continued on Next Page)

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Signature acknowledges receipt and understanding of this addendum.

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Name/Title

\_\_\_\_\_  
Date

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