

## Solicitation Addendum

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**Addendum No.:** 3  
**Solicitation No.:** 2016-078L  
**Solicitation Title:** Medical Director  
**Addendum Date:** May 27, 2016  
**Purchasing Contact:** Ryan Lingholm: [lingholm@mydelraybeach.com](mailto:lingholm@mydelraybeach.com)

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**THE FOLLOWING ITEMS ARE MADE AND HEREBY BECOME A PART OF THIS SOLICITATION:**

**Change to:**

### **SECTION 3: FORMS AND INSTRUCTIONS**

#### ***A.AUTHORIZATION TO BIND PROPOSER***

Each proposal must be signed by a Person who is legally authorized to bind the Proposer to the proposal. Each proposal shall remain valid for at least one hundred and twenty (120) days after the Due Date.

Proposals by corporations must be executed in the corporate name by the President or Vice-President ~~(or other corporate officer if accompanied by evidence of authority to sign) and the corporate seal shall be affixed and attested to by the Proposer's Secretary or an Assistant Secretary. The corporate address and state of incorporation shall be shown below the signature.~~

Proposals by partnerships must be executed in the partnership name and signed by a partner. His or her title must appear under his or her signature ~~and the official address of the partnership must be shown below the signature.~~

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**NOTE:** Items that are ~~struck through~~ are deleted. Items that are underlined have been added. All other terms and conditions remain as stated in the RFP.

## **QUESTIONS AND RESPONSES:**

**Q1. Under Section 3: Forms and Instructions; A. Authorization to bind proposer, it states that the "corporate seal shall be affixed..." Does this mean that everywhere the corporate name is written there should be a seal of the corporation, or is the submittal signature page enough?**

R1. This applies to the Proposal Submittal Signature Page only. The corporate seal is not required for every signature. See changes to requirements in this Addendum 3.

**Q2. Similarly, Section 3: Does the corporate address and state of incorporation need to be shown under every signature or is the proposal submittal signature page enough?**

R2. This applies to the Proposal Submittal Signature Page only. The corporate address is not required under every signature. See changes to requirements in this Addendum 3.

**Q3. Please clarify the specific requirements for the stipulated \$10k bond. Thank you.**

R3. There is no bond requirement for \$10,000 for this Request for Proposals. There is a bond required for any Proposers filing a protest in the amount of \$15,000 as stated in Section 1, Item 6, Protest Procedures.

**Q4. While reviewing the RFP pack I had a question, in Section 16 it says that the Fire Department will pay for costs for liability insurance for the medial director but under section a) it speaks of workers comp insurance. I don't believe this is relevant to our scope of practice / service but wanted to try and get clarification from you if possible.**

R4. Worker's Compensation insurance is per the requirements of Florida State Statutes.

**End of Addendum**

## **INSTRUCTIONS:**

Receipt of this addendum must be acknowledged as instructed in the RFP. Failure to acknowledge receipt of this Addendum may result in the disqualification of Proposer's Proposal.