



**City of Pompano Beach, Purchasing Division  
1190 N.E. 3rd Avenue, Building C  
Pompano Beach, Florida, 33060**

April 27, 2012

**ADDENDUM #2, RFP H-48-11 STEP 2**

To Whom It May Concern,

Please review the following questions and answers regarding this solicitation:

1. Question - With regard to the above referenced RFP Proposal Format Instructions, C.1(3)(ii)(i) says:

The proposer shall include an organizational chart that identifies the team structure and each member's areas of responsibility and time (percentage of hours dedicated to this Project).

Am I to assume that this is a percent of total hours spent by each firm/consultant during a day...week...month...life of the project? Not sure how to answer this. This could vary greatly with the time frame.

1. Answer - The information shall represent an average percentage of a person's time during the peak involvement for their given discipline. It is understood that this involvement will vary through the course of the project. This information is provided primarily as a commitment to the City that the highlighted personnel in the proposal will be available to work on the project.

Furthermore, this information does not need to be on the actual Organizational Chart provided that it is clearly communicated somewhere in the section 3.0-i.

The remainder of the solicitation is unchanged at this time. Acknowledge receipt of this Addendum in your proposal response.

Very truly yours,

Leeta Hardin  
General Services Director

cc: website  
file