



Florida's Warmest Welcome

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

July 22, 2013

**ADDENDUM #2, RLI H-43-13
CONSTRUCTION MANAGEMENT SERVICES AT RISK
FOR THE POMPANO BEACH PUBLIC LIBRARY, CULTURAL CENTER, AND CIVIC CAMPUS**

To Whom It May Concern,

Please review the following questions and City responses regarding the Request for Letters of Interest solicitation.

1. Question: The County is currently asking to provide a "Letter of Intent" for the CBE Subcontractors. Typically, this requirement comes later in the bid process when plans are made available to bid and scopes are defined. This will enable our subcontractors to give us pricing information including the % of CBE they can fulfill. We agree with the request submitted in the meeting for a two-part qualification process. The first part being that the CM at Risk would provide a letter stating that they would commit to meet and/or exceed the CBE requirement and the second part being to obtain the Letter of Intent from the subcontractors.

Response: See Broward County form Attachment "F" – Contractor Assurance Statement enclosed with this addendum. The Broward County Office of Economic and Small Business Development has provided the following instructions: Each proposer should paste the body of the form onto their letterhead, complete the blanks, sign, and submit with their RLI package.

The Broward County forms included in the original RLI (Attachment "B" Letter of Intent, and Attachment "D" Application for Evaluation of Good Faith Effort) are not required to be included in your response to the RLI.

2. Question: During the pre-bid meeting it was mentioned that the CBE requirements may be adjusted to reflect that this is a CM project and that we will not be bidding and identifying our subcontractors until after the GMP. Will the forms and requirements listed change to reflect that process? Will the SBE and Local forms be reevaluated as well being that we won't have our subcontractors to list until the actual bid (after CM award)?

Response: Regarding the Broward County CBE program requirements, see the response to Question #1, above.

Regarding the City of Pompano Beach Small Business Enterprise and Local Business Program requirements, proposers are requested to submit in their RLI package a statement on their letterhead indicating their intentions regarding contract participation by these business types. The City's SBE and Local forms are not required to be included in your response to the RLI.

3. Question: Item # 9 Submission / Format Requirements requires the following forms to be submitted; Exhibits A thru F, Exhibit H thru I, and Attachment B & D from Broward County. Without project specific plans and specifications for the Library and Cultural Center, subcontractor selection cannot be performed at this time. Our team acknowledges the requirements to solicit and hire local vendors and subcontractors but without knowing which subcontractor trades are involved in the project, the aforementioned forms cannot be completed for this "Request for Letters of Interest and Statement of Qualifications" process. Please clarify whether these exhibits are required for this Qualifications submittal.

Response: Regarding the Broward County CBE program requirements, see the response to Question #1, above. Regarding the City of Pompano Beach Small Business Enterprise and Local Business Program requirements, see the response to Question #2, above.

4. Question: Regarding Exhibit "A", "B", "C", "D", "E", "F", "G", "H", "I" and Attachment B – Do you want for potential subcontractors for construction or do you want LOIs just from the firms that will be involved in the CM oversight of the project (since this is for Construction Management where the subcontractors will be bidding out at a later date)?

Response: Regarding the Broward County CBE program requirements, see the response to Question #1, above. Regarding the City of Pompano Beach Small Business Enterprise and Local Business Program requirements, see the response to Question #2, above.

Respondents should acknowledge receipt of this Addendum in their sealed submittal.

As stated in Addendum #1, the deadline for receipt of sealed submittals is now 2:00 p.m. (local), July 29, 2013 in the City's Purchasing Office, 1190 N.E. 3rd Avenue, Building C, Pompano Beach, Florida, 33060.

Very truly yours,

Leeta Hardin
General Services Director

Enclosure

cc: website
file



**Attachment "F" - Contractor Assurance
Statement**

CBE PROGRAM ACKNOWLEDGEMENT

To be considered responsive with the CBE requirements, the following actions are required for the Step 1 process:

(Company Letterhead)

CONTRACTOR ASSURANCE STATEMENT

PROJECT DESCRIPTION _____

I, _____, (Authorized Official/Agent) on behalf of the _____ (Contractor) hereby agree to comply with the County Business Enterprise (CBE) requirements of the RLI between Broward County and (your company) for _____ Project.

1. Affirm that your company will comply with the County's non-discrimination policy by providing a non-discrimination Statement and;
2. Acknowledge the CBE percentage goal established on the project and;
3. Agree to engage in good faith effort solicitation of approved Broward County Small Business Development Program firms to achieve the project goals as indicated in the RLI document.

Authorized Agent of Contractor

Printed Name & Title

Telephone Number/Fax Number

Date: _____