



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

October 7, 2015

ADDENDUM #1, Bid L-53-15 LOT MOWING AND RELATED SERVICES FOR THE CODE COMPLIANCE UNIT

To Whom It May Concern,

Please review the following questions submitted by potential bidders, and answers from the City.

Q1: Are invoices submitted to the City required to include an invoice number?

Response: Invoices must include an invoice number. Section N. on page 10 of the bid document has been revised as shown below to include this requirement.

N. Invoicing

Final invoices are to be submitted to the Code Compliance office. A separate invoice must be submitted for each property. The invoice must include the P.O. number, invoice number, property address, date service performed, specific services performed, quantities, unit prices, and total cost. Final invoices shall include all agreed upon line item adjustments from the original Proposal for Work. Invoices will be paid only after approval by the Code Compliance Unit.

Addendum #1 is posted on the City's website: <http://www.pompanobeachfl.gov>. Acknowledge receipt of this Addendum in the area provided on page 18 of the bid.

The deadline for acceptance of bids in the Purchasing Office, 1190 N.E. 3rd Avenue, Bldg. C, Pompano Beach, 33060, is **2:00 p.m. (local), October 13, 2015.**

The remainder of the solicitation is unchanged at this time.

Sincerely,

Cassandra LeMasurier, Purchasing Supervisor

cc: website, file