



Procurement Management Department  
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[www.leegov.com/procurement](http://www.leegov.com/procurement)

**Posted Date:** June 19, 2020

**Solicitation No.:** RFP200213DWJ

**Solicitation Name:** Public Utilities Financial Rate Consultant

**Subject:** Addendum Number 1

The following represents clarification, additions, deletions, and/or modifications to the above referenced bid. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged, including the response date. Words, phrases or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded, phrases or sentences represent additions to the original solicitation.

1. **ATTACHMENT: NONE**

2. **QUESTIONS/ANSWERS**

1.	I'm seeking information regarding the project in the subject line, have you selected an architect or engineer? Also seeking scope details, value, and bidding construction timeline information.
<b>Answer</b>	<b>An architect or engineer has not been selected for this project. Please visit our Procurement website at <a href="http://www.leegov.com/procurement">www.leegov.com/procurement</a> to view and download the solicitation for scope details and bidding information.</b>

2.	Our proposal production staff are located in cities where it is still recommended to work from home due to COVID-19, and therefore, our company has continued to encourage our staff to work from home when possible to adhere to social distancing guidelines and minimize the spread of the virus. Taking this into consideration, would it be possible to submit our proposal via email in lieu of the hard copies requested in the RFP?
<b>Answer</b>	<b>Proposals will not be accepted via email, a hard copy is required for a responsive proposal submittal. You may mail your proposal to our Procurement office located at 2115 Second Street, 1<sup>st</sup> Floor, Fort Myers, FL 33901.</b>

3.	May the reference forms be attached to the proposal as a scanned or electronic copy, or do they need wet ink signatures from reference respondents? We would like to be considerate towards our references who may be working from home or in positions where it is easier to return the form to us via email or fax at this time.
<b>Answer</b>	<b>A scanned or printed copy of the reference forms is acceptable.</b>

4.	Do front and back covers count towards the 10 page limit?
<b>Answer</b>	<b>Cover page introduction does not count towards page restriction requested herein.</b>

5.	Is the information requested under "Introduction" on page 20 considered the cover page? Does that count towards the page limit since it does not fall under a tab?
<b>Answer</b>	<b>Cover page introduction does not count towards page restriction requested herein.</b>

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6.	May we use font sizes smaller than 10 points for graphics, charts, page numbers, headings, and footers as long as they are legible?
<b>Answer</b>	<b>Font sizes smaller than 10 points is acceptable for graphics and charts. Please use font size with only minimum 10 points for page numbers, headings, and footers.</b>

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**BIDDER/PROPOSER IS ADVISED, YOU ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WHEN SUBMITTING A BID/PROPOSAL. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE BIDDER/PROPOSER BEING CONSIDERED NON-RESPONSIVE.**

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENTS ARE AND SHALL REMAIN THE SAME.**

*David Jones*

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Lee County Procurement Management