



## ADDENDUM NO. 2

Date: April 28, 2016

To: All Interested Parties

From: Litsy C. Pittser, Procurement Specialist  
Village of Palmetto Bay  
9705 E Hibiscus Street  
Palmetto Bay, Florida 33157

Re: Unsolicited Proposal No. 1516-12-007  
Professional Tennis Management – Coral Reef Park

This Addendum forms a part of the Unsolicited Proposal Package Document dated May 6<sup>th</sup> 2016, with any amendments and/or additions noted below. This addendum also provides answers to the questions proposed in regard to the UP 1516-12-007 Professional Tennis Management – Coral Reef

Jane Foreman, Jane Foreman Tennis

1. **Question:** How many copies of the tennis proposal does the Village need?

**Respond:** We only require one original and 1 electronic copy, either CD or flash drive containing the original

2. **Question:** Can you please supply me with the amount court rentals the Village collected in 2015. In addition can you supply the amount of fees the Village collected in all lessons, camps and all tennis programming in 2015.

**Respond:** Attach in a separate file, please find a copy of our ledger answering your questions about fees and rentals.

3. **Question:** How many copies of the proposal does the Village require? It wasn't stated in the requirements?

**Respond:** Please view question 1.

Kara Borromeo, Truth N Tennis

- 4. Question:** Does the individual/company that submitted the undisclosed proposal have to resubmit a new proposal under the RFP guidelines?

**Respond:** Please note that this is not an RFP, this is an unsolicited proposal that although the procedures for procurement are similar to the RFP, we are following the guidelines of Florida Statute 287.05712. They have the right before the deadline to choose to resubmit their proposal.

- 5. Question:** Are you requiring the release of financial information from all those who submit an RFP?

**Respond:** Please note that this is not an RFP, any information submitted to the Village will eventually become public knowledge.

Thank you,

Litsy C. Pittser  
Procurement Specialist

# ACKNOWLEDGEMENT OF ADDENDUM SOLICITATION



Amendment/Modification No: 2

Amendment of UP No: 1516-12-007

Title: Professional Tennis Management – Coral Reef Park

Name of Proposer \_\_\_\_\_

Date Addendum Received \_\_\_\_\_

Total Pages of Addendum including Acknowledgement 3

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

**All other terms and conditions stipulated in the original Village of Palmetto Bay Invitation to Bid shall remain in force. All addenda created will be incorporated into the final contract and must be acknowledged in all proposals. This acknowledgement form must be included in the response and failure to sign and submit this form may result in your proposal from being rejected.**