



# City of Hollywood, Florida

PROCUREMENT SERVICES RM. 303  
P. O. Box 229045 ZIP 33022-9045

## NOTICE TO PROPOSERS

NOTICE IS HEREBY GIVEN, that the City Commission of the City of Hollywood, Florida is advertising for Sealed Request for Proposals, which will be received by the City Clerk of the City of Hollywood, Florida until **3:00 P.M., Tuesday, February 9, 2010**, at which time they will be opened and publicly read in the Procurement Services Division, Room 303, City Hall, 2600 Hollywood Boulevard, Hollywood, Florida. **FOR: COMMUNITY SERVICE PROVIDER FOR WASHINGTON PARK COMMUNITY**

**RFP NO. 4228-10-IS  
ADDENDUM NO. 1**

**Please make the following changes (additions, deletions or corrections) in the above named RFP.**

**Questions submitted in regards to the above RFP and corresponding answers:**

- Q1. Please detail what services will be included under the term "technical assistance, from the city as needed.**
- A1. Under "Technical Assistance", in order to aid in capacity building, the City has a history of and may provide technical assistance within the constraints of the expertise of City staff. This does not include financial assistance. However, anticipated assistance from the City should not be used as a qualifying component of the proposer's service provision abilities.**
- Q2. Please provide an example of an "overly customized" location.**
- A2. The City is interested in providing a location that is sufficient to provide services as requested in the RFP. The proposer should expect that the venue will be provided in decent, safe, sanitary conditions. However, the proposer should not expect the City to provide alterations that are specific to any particular organizational needs outside of those services requested in the RFP.**

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- Q3. What will you consider to be an adequate cash flow for operating and administrative expenses?
- A3. The proposer must demonstrate adequate resources to provide the services in the proposal.**
- Q4. In regard to automobile liability, since the CEC doesn't have a designated vehicle for transporting goods, we use private vehicles instead; can or should these private vehicles be considered under this proposed liability insurance in order to comply? Will the City of Hollywood be named as 'Additional Insured?'
- A4. In this case scenario, the drivers of the vehicles will be required to present proof of personal automobile insurance and a valid Drivers License at time of contracting. The drivers will be required to maintain said insurance and licensing throughout the contract period. The City of Hollywood will not be listed as additional insured.**

**All other specifications, terms & conditions remain the same.**

**MAILED RFP'S**

If you have already submitted your printed Request for Proposals, it will be retained in the City Clerk's Office until the Proposal opening time and date. If you wish to pick up your RFP that has already been submitted, you can do so by showing proper identification, in the Office of the City Clerk, 2600 Hollywood Blvd, Room 221, Hollywood, Florida 33020.

**Please sign and return with your RFP.**

COMPANY NAME: \_\_\_\_\_

PROPOSER'S  
SIGNATURE \_\_\_\_\_

Dated this 29th day of January 2010