



**ADDENDUM 3:
RFQ #14-003 OPEN SPACES AND RECREATION MASTER PLAN**

To all general contract bidders of record on the Work titled:

OPEN SPACES AND RECREATION MASTER PLAN

This addendum is issued as supplemental information to the **RFQ #14-003 OPEN SPACES AND RECREATION MASTER PLAN** package for clarification of certain matters of both a general and a technical nature. The referenced RFQ package is hereby addended in accordance with the following items as fully as completely as if the same were fully set forth therein:

Q1. Under item 2 Required Submittals, #8 Insurance.

Will a Proof of Insurance Certificate showing our coverage and limits be sufficient?

Typically our Insurer issues a new Certificate with additional insures listed once a project is awarded; in this case the City of Key West.

A1. Yes, a Proof of Insurance Certificate showing our coverage and limits will be sufficient. A new certificate listing the City of Key West as an additional insured is required upon project award.

Q2. Please define a lower tier consultant. Is this for the Prime, the sub, or everyone on the consultant team?

A2. The lower tier consultant reference is listed in the **CERTIFICATION REGARDING DEBARMENT, SUSPENSION, 49 CFR Part 29 - Appendix B, CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION--LOWER TIER COVERED TRANSACTIONS**. This standard applies to the prime, subs, and any other consultant. The prime, sub, or any other consultant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

END OF ADDENDUM No. 3

All Bidders shall acknowledge receipt and acceptance of this Addendum No. 3 by acknowledging Addendum in their proposal or by submitting the addendum with the bid package. Bids submitted without acknowledgement or without this Addendum may be considered non-responsive.

Signature, Name & Name of Business