ADDENDUM NO. 1

To All Proposers:

The following change is hereby made a part of RFP #16-003 as fully as completely as if the same were fully set forth therein:

The following is a list of addenda that shall govern all other contract documents to the extent specified.

Addendum No. 1

The following revision is hereby made a part of the Contract Documents as fully as completely as if the same were fully set forth therein:

1. Is the City happy with the firm handling it now? I see the one year extension is until March 2016. Who might I ask?

   Answer: The current firm has performed within the terms of the contract.

2. Is it possible to get a copy of my submission from last time? And also a copy of the 2013 submission from Langdon REM?

   Answer: A public records request can be made with the City Clerk's office.

3. Page 22 of the RFP mentions local license taxes need paid 24 hours prior to issuance of RFP. I have not paid my taxes this year yet. Does that mean I'm disqualified?

   Answer: Page 22 is the Local Vendor Certification. If you have not met the deadline of at least 24 hours for payment of all current license taxes and any other fees due the city, the definition of a "Local Business" has not been met. You are not disqualified from submitting a proposal for RFP 16-003 but local vendor status does not apply.

4. Page 13 of the RFP, question 3 under Qualifications it says "Include 3 examples of grant applications…" Is the name of the grant and the award amount sufficient? Also, I'm not sure what "pricing methodology" means here – is it supposed to be "funding methodology"?

   Answer: Please submit examples of just the application portion of 3 grant applications you have prepared that best exemplifies your grant writing skills.

The full grant application is not necessary. Pricing methodology refers to the method used to invoice the client for preparing the application.

5. Does the grant writing company need to be home based in Key West?

   Answer: No.

All Proposers shall acknowledge receipt and acceptance of this Addendum No.1 by acknowledging Addendum in their proposal or by submitting the addendum with the proposal package. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.

_____	_____
Signature	Name of Business