



ADDENDUM No. 2
FEBRUARY 21, 2017

Solicitation Title: Federal Government Lobbying Services

Solicitation No.: RFQ No. 28-16-17 Opening Date: **Wednesday, March 1, 2017**
by 3:30PM (LOCAL TIME)

Attention all potential bidders:

- MUST Addendum:** Read carefully and follow all instructions. Information included in this Addendum will have a material impact on the submittal for this solicitation. All "MUST" addenda are considered a matter of responsiveness. "MUST" addenda must be acknowledged on Form "A-5" attached to this addendum. Failure of a Submitter to acknowledge the addenda shall be cause for rejection of the bid.

To all prospective bidders, please note the following changes and clarifications:

1. Section 5.2.1 of the Solicitation is deleted as below:

~~5.2.1—The Respondent shall be licensed to do business in the State of Florida.
Please submit Sunbiz report with your company registered as active.~~

Request for Information Questions/Clarification:

Q.1 "In Section 5.2 – Minimum Requirements (pg. 15), it is noted the respondent shall be licensed to do business in Washington, D.C. Does this require us to have a physical location/office address in Washington, D.C.?"

A.1 Information regarding business licensing for Washington, D.C., can be found on the Department of Consumer and Regulatory Affairs' website below:

<https://dcra.dc.gov/page/business-licensing-corporate-registration>

Q.2 "[Our company] is in the process of establishing an address in Washington D.C. We understand we cannot obtain a Washington D.C. business license without it. Would this allow us to still submit a response for this RFQ?"

A.2 As mentioned above, Section 5.2 of the RFQ requires prospective applicants to be licensed to do business in Washington, D.C. In order to be considered eligible to participate in this RFQ, each Respondent must comply with the business licensing requirements of Washington, D.C.

Q.3 “We are responding to the RFQ for Federal Lobbying Services. The proposal checklist page (20) indicates that there are several forms that need to be included A-1, A-2, etc. I see none of those forms in the RFQ. Is that a misprint, or is there a separate place to get those forms?”

A.3 Although a link to these forms can be found on page 3 of the RFQ, please see the link below:

<http://www.northmiamifl.gov/departments/purchasing/forms.aspx>

For any other questions, clarification can be found in the specifications.
All other terms, conditions and specifications remain unchanged for this solicitation.

End of Addendum