

Loxahatchee River District
Request For Qualifications # 25-002-00141
2500 Jupiter Park Drive Phase 1
Addendum Number 2
January 09, 2025

The following changes/additions/clarifications have been made to the above referenced Request for Qualifications.

1. Please see the following questions and **answers**
 - a. Upon review, we noticed that Addendum 1 does not include an Addendum Acknowledgement Form.
Noted, the discrepancy is being resolved in this addendum. Please see attached.
 - b. No form was provided for an official Signature Page of the Request For Qualifications as instructed in Tab 3, item number 7. Could you please confirm if these are required?
Please see the attached revised RFQ 25-002-00141 Page 9 to address Tab 3 , Item number 7. Revisions are noted in RED.

LOXAHATCHEE RIVER DISTRICT

**Request For Qualifications # 25-002-00141 2500
Jupiter Park Drive Phase 1**

ADDENDUM ACKNOWLEDGEMENT FORM

The undersigned Bidder acknowledges receipt of Addenda as listed below:

Receipt of Addendum No. 1 Date _____

Receipt of Addendum No. 2 Date _____

Firm: _____

By: _____

Title: _____

**Please include this completed Addendum Acknowledgement Form with
your Qualification Submittal**

SUBMITTAL REQUIREMENTS

Submittals shall be reviewed for responsiveness in accordance with the following requirements. Incomplete submittals shall be deemed non-responsive by the District and not considered for further review.

Tab 1 – Introduction

1. Table of Contents
2. A Letter of Interest by the firm’s corporate office or principal of the firm including the following:
 - a. An overview of the firm(s) history, organization, core values and business practice.
 - b. Specific professional services to be offered.
 - c. Qualification Statement:
 - i. Signed by a duly authorized official(s) of the proposing firm or by the proposing individual.
 - ii. Shall indicate the entity responsible for execution on behalf of the Qualification Statement team.

(Not to exceed 10 pages)

Tab 2 – Standard Form 330 – Part I & II

Forms must be fully completed

Tab 3 – Proof of Licenses /Certifications

1. Proof of State of Florida business licensure and Professional certifications/registrations in the State of Florida
2. Proof of Corporate registration to operate in the State of Florida by the Dept. of State, Division of Corporations. Must be Active status.
3. Provide certificate of Minority Business Enterprise issued by the Florida State Office of Diversity. If not applicable please provide a statement to that effect.
4. State and provide address, phone number, contact, etc.
5. Completed Form W-9 Request for Tax Payer ID Number and Certification
6. Complete Public Entity Crimes Statement
- ~~7. Signature page of the Request For Qualification~~
- 8.7. Acknowledgement of Addenda - Please check the District Purchasing web site for any addenda that may be issued for this Request For Qualification: <https://loxahatcheeriver.org/governance/purchasing-bids/>

(Not to exceed 25 pages and limited to specified documents.)