



MEMORANDUM
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THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY

TO: All Proposers
FROM: Sarah Caper, AICP, Principal Planner
DATE: March 12, 2020
SUBJECT: Procurement by Competitive Proposals, #20-01 Forward Pinellas Planning Consultants

ADDENDUM No. 2

Paragraph four of **Section 6 (Contact and Submittal Information)** is revised as follows:

Interested firms may mail or hand deliver proposals to arrive no later than the scheduled due date and time. Proposals may also be emailed to Sarah Caper at scaper@forwardpinellas.org. The firm is responsible for ensuring that proposals are received by Forward Pinellas by the scheduled due date and time. Electronic proposals are required and must be in pdf format, regardless of the delivery method. Two hard copy responses are optional.

The following is a clarification to the March 4, 2020 memorandum:

Firms are required to include the rate structure in the no more than 10 page proposal. Exhibit B is also required. The rate structure provided in the body of the proposal may be Exhibit B or may include the information from Exhibit B, with Exhibit B in the Appendix.

All other specifications, terms and conditions remain the same.