

DATE: October 12, 2022

**RE: SOLICITATION NUMBER: RFP No. 22-05**

**PROJECT: FEDERAL LEGISLATIVE LIAISON SERVICES**

**NOTICE** is hereby given of the following changes or clarifications regarding the above-referenced Solicitation:

1. **CLARIFICATION:** Pursuant to SECTION 1: GENERAL TERMS AND CONDITIONS, Paragraph 1-8 and Paragraph 1-13 b), the BMPO is requesting additional or missing information to correct any informalities or irregularities in proposals from Offerors who submitted an Offer in response to this RFP. Offerors will be contacted separately for further guidance and instructions. The Solicitation Timetable is revised accordingly. **Please replace “Page 22 (AMD1)” of this solicitation with the attached “Page 22 (AMD3)” included in this Amendment No. 3.**

**Offers/Proposers must acknowledge receipt** of this Amendment by completing and returning Section 5 Acknowledgement Form with your sealed submittal package by the time and date of the closing. **Failure to do so may deem your offer/proposal non-responsive.**

## 2-2 SOLICITATION TIMETABLE

The anticipated schedule for this Solicitation and the determination of qualified firms shall be as follows, and may be altered at any time, as best meets the needs of the BMPO. Scheduled meetings may be held virtually, in accordance with procedures to be developed by the BMPO. Any updates to meeting locations will be provided on the BMPO website: <http://www.browardmpo.org/index.php/solicitations/current-solicitations> and/or <http://www.browardmpo.org/index.php/calendar>

| ACTION/ACTIVITY  | DATE   | LOCAL TIME   | LOCATION   |
|--|--|--|--|
| Advertisement Start<br>(Date Issued)   | August 19, 2022  | See BMPO Website   | BMPO Website:<br><a href="http://www.browardmpo.org/index.php/solicitations/current-solicitations">http://www.browardmpo.org/index.php/solicitations/current-solicitations</a> |
| Deadline for Questions<br>(Submit via email only)                                      | August 31, 2022  | 5:00 pm  | Via Email to BMPO Procurement Officer: <a href="mailto:Brossc@browardmpo.org">Brossc@browardmpo.org</a>  |
| Deadline for Questions for this Amendment No. 1 only.<br>(Submit via email only)       | September 15, 2022                                       | 5:00 pm  | Via Email to BMPO Procurement Officer: <a href="mailto:Brossc@browardmpo.org">Brossc@browardmpo.org</a>  |
| <b>Deadline for Offers Due Advertisement Closing Date</b>                              | <del>September 13, 2022</del><br>September 27, 2022      | <b>4:00 pm</b>   | <b>BMPO Procurement Office<br/>100 W. Cypress Creek Road<br/>Suite 650<br/>Fort Lauderdale, FL 33309</b>   |
| Opening of Sealed Offers   | <del>September 13, 2022</del><br>September 27, 2022      | On or about<br>4:15 pm                                     | BMPO Board Room<br>100 W. Cypress Creek Road<br>Suite 650<br>Fort Lauderdale, FL 33309   |
| <u>Request for Corrections of Informalities or Irregularities in Initial Responses</u> | <u>October 13, 2022</u>                                  | <u>NLT 5:00 pm</u>   | <u>N/A</u>   |
| <u>Corrections of Informalities or Irregularities Response Due Date</u>                | <u>October 25, 2022</u>                                  | <u>4:00 pm</u>   | Via Email to BMPO Procurement Officer: <a href="mailto:Brossc@browardmpo.org">Brossc@browardmpo.org</a> , by mail, or by hand delivery   |
| Evaluation/Selection Committee Discussion, Evaluate and Shortlist or Recommend         | <del>September 22, 2022</del><br>TBD<br>November 2, 2022 | On or about<br><del>2:00</del> 1:00 pm                     | BMPO Board Room<br>100 W. Cypress Creek Road<br>Suite 650<br>Fort Lauderdale, FL 33309   |
| Oral Presentations/Interviews of Shortlisted Offerors (If Required)                    | <del>October 3, 2022</del><br>TBD                        | On or about 9am to 12pm Order Selected in a Random Drawing | BMPO Board Room 100 W. Cypress Creek Road Suite 650 Fort Lauderdale, FL 33309  |
| Evaluation/Selection Committee Discussion, Evaluate and Recommend (If Required)        | <del>October 3, 2022</del><br>TBD                        | On or about<br>2:00 pm                                     | BMPO Board Room 100 W. Cypress Creek Road Suite 650 Fort Lauderdale, FL 33309  |
| Posting – Intended Award   | <del>October 4, 2022</del><br>TBD                        | On or about<br>2:00 pm                                     | BMPO Website:<br><a href="http://www.browardmpo.org/index.php/solicitations/current-solicitations">http://www.browardmpo.org/index.php/solicitations/current-solicitations</a> |
| BMPO Board Approval of Intended Award  | <del>October 13, 2022</del><br>TBD                       | On or about<br>9:30 am                                     | BMPO Board Room<br>100 W. Cypress Creek Road<br>Suite 650<br>Fort Lauderdale, FL 33309   |