



Hallandale Beach  
PROGRESS. INNOVATION. OPPORTUNITY.

**ADDENDUM # 2**  
**BID # FY 2016-2017-007**  
**NE 14TH AVENUE ROADWAY AND STREETScape IMPROVEMENTS**

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**PLEASE NOTE THE FOLLOWING TYPOGRAPHICAL ERRORS HAVE BEEN IDENTIFIED. UPDATED FORMS HAVE BEEN PROVIDED AS PART OF ADDENDUM #2.**

**THESE UPDATED FORMS MUST BE UTILIZED AS PART OF YOUR FIRM'S SUBMITTAL.**

1. Exhibit II, page 15 – At the top of the page, the term “RFP” has been replaced with “BID”.
2. Exhibit II, page 18 – The year referenced as 2016 has been updated to 2017.
3. Exhibit II, page 26 – At the top of the page, “for items 8 through 17” has been replaced with “for items 8 through 16.”



Please ensure you check the City's website for the latest addendum released for this project. Below find the link to the City's website: [www.cohb.org/solicitations](http://www.cohb.org/solicitations).

**Please note receipt of Addendum # 2 by signing below and include with your firm's submission.**

**I acknowledge receipt of Addendum # 2:**

Company:	
Name of authorized officer of the firm:	
Title of person:	
Signature:	
Date:	

Sincerely,

Andrea Lues, Director, Procurement Department

UNABLE TO SUBMIT A RESPONSE? We sincerely hope this is not the case. If your firm cannot submit a proposal at this time, please provide the information requested in the space provided below and return form to [procurement\\_department@cohb.org](mailto:procurement_department@cohb.org).

**HAVE RECEIVED THE BID**

**(COMPANY NAME)**

**UNABLE TO RESPOND TO THE RFP AT THIS TIME DUE TO THE FOLLOWING REASONS:**


**COMPLETE INFORMATION BELOW:**

SIGNATURE:	
TITLE:	
STREET ADDRESS: (OR)	
CITY:	
STATE:	ZIP CODE:
TELEPHONE/AREA CODE: (    )	
EMAIL ADDRESS:	
<b>RETURN THIS UNABLE TO SUBMIT FORM ONLY TO EMAIL ABOVE:</b>	
CITY OF HALLANDALE BEACH	
PROCUREMENT DEPARTMENT	
400 SOUTH FEDERAL HIGHWAY, ROOM 242	
HALLANDALE BEACH, FL 33009	
TITLED: BID # FY 2016-2017-007 NE 14TH AVENUE ROADWAY AND STREETScape IMPROVEMENTS	

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**PUBLIC ENTITY CRIME FORM**

**SWORN STATEMENT PURSUANT TO SECTION 287.133(2) (a),  
FLORIDA STATUTES,  
PUBLIC ENTITY CRIME INFORMATION**

“A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a Contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.”

By: \_\_\_\_\_

Title: \_\_\_\_\_

Signed and Sealed \_\_\_\_\_ day of \_\_\_\_\_, 2017

### **REFERENCE CHECK FORM**

References will be required as a component of due diligence to determine the capability of firms to be able to perform the requirements of the project. Your firm must send the Reference Check Form provided below to the number of references requested and submit with your firm's response.

Each firm responding to this Bid must provide three (3) verifiable references for project of similar scope as outlined in this Bid. Your firm must send and obtain a completed Reference Check Form as found below to each of your firm's three (3) references. Your firm must include the completed three (3) Reference Check Forms within your firm's thumb drive.

**Do not provide more or less than three (3) references.**

The City will send the references provided a request for verification via email within no later than two (2) business days from receipt of proposal. If verification of references is not available or unable to respond within two (2) business days from email request, the reference shall not be considered valid.

Please make sure that the references listed in your firm's response are aware they will be receiving a verification of reference email from the City of Hallandale Beach to confirm the references which were submitted with the firm's response.

Each firm must also list the following information for each of the references provided.

- Name of firm-company for which work was provided.
- Name of Reference (Project Manager) charged with managing said project.
- Type of project. Year project started and was completed.
- Dollar amount of project, including change orders.
- Phone # for Reference (Project Manager).
- Updated email address for Project Manager.

**REFERENCE CHECK FORM**

**BID # FY 2016-2017-007 NE 14TH AVENUE ROADWAY AND STREETScape IMPROVEMENTS**

**PROPOSING FIRM'S NAME :**

<b>Name and Title of Person providing reference information:</b>	
<b>Telephone Number of Person providing reference:</b>	
<b>E-mail Address</b>	
<b>Please list name of project and detailed services:</b>	

**Please answer the following questions regarding services provided by the bidder**

**QUESTIONS:**

1. What was the scope of the project completed by the Contractor?


2. What was the total cost of the project?

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3. How did the company handle the paperwork, such as permitting records, invoicing, release of liens?

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**REFERENCE CHECK FORM**

4. Was the project completed on schedule?


5. How did the contractor handle small construction changes in the field?


6. Was the project on budget?


7. If you had a similar project to undertake in the future, would the contractor be considered to perform the work?

YES	NO
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**REFERENCE CHECK FORM**

**FOR ITEMS 8 THROUGH 16 BELOW PLEASE RATE THE FIRM YOU ARE PROVIDING A REFERENCE FOR FROM 1 TO 5, (1 BEING LOWEST, AND 5 BEING HIGHEST)**

8. Rate the level of commitment of the contractor to your project. Did the contractor devote the time and personnel necessary to successfully complete your project?

1 Lowest	2	3	4	5 Highest

9. Rate the competence and accessibility of the personnel directing, supervising and performing the work on your project.

1 Lowest	2	3	4	5 Highest

10. Rate the contractor's success at keeping you updated and informed about the progression of the project, particularly when special needs or problems arose.

1 Lowest	2	3	4	5 Highest

11. Rate the contractor's success at minimizing change orders for your project.

1 Lowest	2	3	4	5 Highest

If there were change orders, did your entity/firm request the change?

YES	NO
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**REFERENCE CHECK FORM**

If not, did you feel the change order(s) were a reflection on the contractor’s inability to correctly price the project?

YES	NO
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12. Rate the contractor’s success at completing tasks within the timeline established for completion of your project.

1 Lowest	2	3	4	5 Highest

13. Rate the contractor’s success at completing your project within the contract price.

1 Lowest	2	3	4	5 Highest

14. Rate the contractor’s success at completing your project according to specifications and design standards.

1 Lowest	2	3	4	5 Highest

15. Rate the accessibility of the contractor after completion of your project.

1 Lowest	2	3	4	5 Highest

16. Rate the overall performance of the contractor on your project.

1 Lowest	2	3	4	5 Highest



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**REFERENCE CHECK FORM**

Additional Comments:


<b>PERSON PROVIDING REFERENCE PLEASE PRINT NAME:</b>	
<b>PLEASE PRINT TITLE:</b>	

**SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_