



**ADDENDUM NO. 2 TO
RFP NO. 2014-009**

**GRANT WRITING SERVICES FOR
THE TOWN OF SURFSIDE**

Question 1: Section 1.9, “Proposal Requirements” indicates that Appendices F & G should be included in the submission. Upon review of all Appendices (D-I), it appears that others are also related to the proposal submission. Please confirm/clarify which Appendices must be submitted to ensure responsiveness.

Answer: All Appendixes should be completed to the extent the proposer is able to fill out the forms.

Question 2: Appendix A “Scope of Services” & B “Pricing, Fee Schedule & Cost” were not included in the available download on the website.

Answer: See Addendum No. 1 to RFP No. 2014-009

Question 3: Section 1.23.3 “Forms of Coverage” indicates that Professional Liability is required under this solicitation. Professional Liability insurance is typically related to engineering and architectural firms. Firms whose services are limited to grant writing and administration carry general commercial liability, auto and worker’s compensation, but do not carry professional liability coverage due to a general lack of a commercially available policy in Florida for firms that only conduct grant writing & administration. In fact, other South Florida communities we have contracts with have removed requirement this because they have determined our services are low risk as we are unable take any action regarding the submission of an application without the authorization and appropriate signature from the Town. Please consider the removal of this barrier to entry for non-engineering/architectural firms.

Answer: Section 1.23.3 Forms of Coverage. This requirement has been deleted.