



Procurement Office

May 1, 2018

**ADDENDUM NO. 1**

GCSC RFQ NUMBER: #4-2017/2018

GCSC RFQ TITLE: Mechanical & Electrical Engineering, Continuing Contract – Miscellaneous Projects

The above numbered solicitation is amended as follows to address proposer's questions.

Except as provided herein, all terms and conditions of the solicitation, including changes made by all prior addenda (if any), remain unchanged and in full force and effect.

Question 1      Item 8. In the Evaluation Criteria asks:

**8. Financial Statements**

Provide one (1) copy of the company's financial statements for the last three (3) years is required. Internally prepared, compiled, reviewed and audited statements are acceptable. The College may require the Firm to submit additional financial information necessary to evaluate the Firm's financial ability to perform the project and to respond to damages in the event of litigation pertaining to errors and/or omissions in providing professional services.

Audited financial statements are very expensive to have prepared. The cost to have an internally prepared statement reviewed by an accountant is only slightly less expensive. This is a huge expense for a small firm. We have contracts with Bay County, FL DMS, UF, and FSU and have never defaulted or been terminated in our 41 years history. Would the College accept a balance sheet, income statement, a letter of reference from our financial institution, or some other form of proof that we are financially stable and sound?

**Answer      Yes. The college will accepted a balance sheet, income statement, a letter of reference from your financial institution, or some other form of proof that your firm is financially stabled and sound.**



Firms must acknowledge receipt of this addendum by signing and returning this addendum with your sealed document.

**FAILURE TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.**

Tonia E. Lawson, CPPB, CPP, CPPM, CGPP, CPDW  
Executive Director of Procurement & Auxiliary Services

**(Complete this portion)**

RECEIPT ACKNOWLEDGED:

COMPANY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_