



North Bay Village

**REQUEST FOR PROPOSAL
("RFP") 2020-001**

Insurance Broker of Records Medical/Health
And Voluntary Benefits Services

Addendum No. 1

I. Page 12.

This Schedule of Events replaces the original.

SCHEDULE OF EVENTS

RFP Available on Demandstar www.Demandstar.com and https://northbayvillage-fl.gov/bids	Time: 9 AM Date: Monday June 8, 2020
Non-Mandatory Pre-Bid Zoom Conference Meeting	Time: 9 AM Date: Friday June 12, 2020
Deadline for Written Questions To be sent to ecarrino@nbvillage.com	Time: 11 AM Date: Tuesday June 16, 2020
Q & A Response www.Demandstar.com and https://northbayvillage-fl.gov/bids	Time: 9 AM Date: Friday June 19, 2020
Deadline for Electronic Submittal through www.Demandstar.com	Time: 10 AM Date: Wednesday June 24, 2020
Electronic Proposal Opening through Zoom. <u>Meeting ID:</u> 867 6710 5192 <u>Password:</u> 2020001	Time: 2 PM Date: Wednesday June 24, 2020
Evaluation Committee Receives Responses for Review	Time: 5 PM Date: Wednesday June 24, 2020



Presentation(s) and Interview(s) with Selected Finalist(s) through Zoom. <u>Meeting ID:</u> TBA <u>Password:</u> TBA	Time: Date:	Time(s) to Determined Tuesday June 30, 2020
Evaluation Committee Review Zoom Meeting	Time: Date:	10 AM Wednesday July 1, 2020
To be Approved by Commission	Time: Date:	TBA Tuesday July 14, 2020
Notice of Intent to Award to be Posted on www.Demandstar.com and https://northbayvillage-fl.gov/bids	Time: Date:	10 AM Wednesday July 15, 2020
Contract Sent to Vendor	Time: Date:	10 AM Monday July 27, 2020
Contract Start Date		August 1, 2020

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Section 1.0 – General Terms and Conditions

1.17 Protests

2.

This Section replaces the original.

2. Any protest after the proposal opening, including challenges to actions of any evaluation or selection committee as provided in subsection (1) above shall be submitted in writing to the Procurement Manager with copy to the Village Manager and Village Attorney. A protest of an award of a contract, or the discovery of facts relating to a claim of irregularity in the solicitation, shall be submitted in writing within ten days of the award of the contract. Such protest shall state the particular grounds on which it is based and shall include all pertinent grounds on which it is based and shall include all pertinent documents and evidence. No protest shall be accepted unless it complies with the requirements of this section. All proposers shall be notified in writing (which may be transmitted by electronic communication, such as facsimile transmission and/or e-mail),



following the release of the Village Manager's written recommendation to the Village Commission.

All other documents, requirements, terms and conditions of the RFP remain the same. All proposers must acknowledge receipt of this Addendum No. 1 and submit a signed copy of this form with their proposal.

Proposer: _____

Name: _____

Title: _____

Date: _____