

MEMORANDUM



Financial Management
Purchasing Division
1112 Manatee Ave West
Bradenton, FL 34205

MANATEE COUNTY FLORIDA

Phone: 941.749.3014
Fax: 941.749.3034
www.mymanatee.org

DATE: March 8, 2011
TO: All Interested Proposers
SUBJECT: **ADDENDUM 3 - Request For Proposal # 11-0481-BG: Public Golf Course Operations**

The following items are issued to add to, modify, and clarify the proposal document and shall be considered as if contained in the original Request For Proposal document. The County shall not be responsible for oral interpretations given by any County employee, representative or agent. The issuance of a written addendum by the Purchasing Division is the only official method whereby interpretation, clarification or additional information can be given.

The deadline for clarification of questions is 5:00 pm on Friday, March 11, 2011

This addendum has been directly emailed to proposers. All of the proposal documents, inclusive of this Addendum #3 are available for direct download from <http://www.mymanatee.org> in a portable document format (.PDF) file on this Manatee County webpage on the Purchasing tab under "Bids and Proposals".

It has come to the attention of the Manatee County Purchasing Division that prospective proposers determining whether to submit a proposal in response to RFP # 11-0481BG, may be soliciting information from golf course employees during the allowed site visit of the courses.

Prospective proposers are reminded that the RFP clearly states that any request for additional information must be submitted to a single contact: Melissa Assha, Contracts & Buyer Manager, Manatee County Purchasing Division. That point of contact will, in turn, work with relevant County staff to provide, or facilitate, any desired information which may be sought. Prospective proposers are also reminded that the RFP incorporates Manatee County's strong prohibition against lobbying or ex parte communications with County officials other than the designated point of contact until a final agreement is approved.

This supplemental notice is being issued to ensure all prospective proposers are fully aware of these matters, and that they conduct their due diligence reviews accordingly. Prospective proposers are reminded that a violation of the RFP process, including improper lobbying or solicitation of information from staff other than the designated point of contact may result in the prospective proposer's disqualification from eligibility to continue in the RFP process, whether pre or post-submission of proposals. These procedures, and harsh penalties for violation thereof, are in place so as to provide a level, fair playing field for all prospective proposers, and to ensure the County has a successful RFP process. As always, should any prospective proposer have any questions on these or any matters, please direct them to the designated point of contact for response: Melissa Assha, 941-749-3056; Melissa.assha@mymanatee.org.

The deadline for submitted sealed Proposals at the Manatee County Purchasing Division, 1112 Manatee Ave West, Suite 803; Bradenton, Florida 34205 is **4:00 p.m., March 18, 2011.**


R.C. "Rob" Cuthbert, C.P.M., CPPO
Purchasing Official