



**RIVIERA BEACH COMMUNITY DEVELOPMENT CORPORATION**

**RFQ NO. 2019-01**

**ADDENDUM No. 001**

**Posted February 1, 2019**

**1. Question:** Can an agent respond to the RFQ without responding on the behalf of the realtor company.

**Answer:** Yes.

**2. Questions:** Where on the website would I be able to find the submittal documents?

**Answer:** <http://www.rbcra.com/uncategorized/riviera-beach-cra-rfq-rfp-rloi/>

**3. Question:** Would I be able to mail in the submittal documents to the address provided?

**Answer:** Yes, if received in time.

**4. Question:** For Exhibit I: Do we just need to prepare answers for 'Profile of Firm', 'Quality of Brokers'?

**Answer:** Respond to all sections as relevant.

**5. Question:** The 'Responsiveness to the Riviera Beach Community Development Corporation, Inc.' has three parts. Are we responding to them all?

**Answer:** Yes.

**6. Question:** For Exhibit III: Is there any information we need to provide for this section?

**Answer:** No.

**7. Question:** Exhibit IV: Do we just need to input company information on license and insurance?

**Answer:** Yes.

**8. Question:** Is the RFQ open to licensed real estate agents or do you need a real estate broker license to submit a proposal?

**Answer:** Yes, it is open to agents.

**9. Question:** What are the E&O insurance coverage requirements?

**Answer:** \$500,000/\$500,000

**Any amendments to this RFQ will be posted on our website at <http://www.rbcra.com/RBCDC>. It is the vendor's sole responsibility to routinely check this website for any amendments that may have been issued prior to the deadline for receipt of RFPQ submittal packets.**

Submissions will be opened and evaluated in the Riviera Beach CRA conference room at 2001 Broadway Suite 300, Riviera Beach, FL, 4:00 PM, **February 4, 2019**, or as soon thereafter as is practical by the evaluation committee.

This notice does not bind RBCDC to pursue further steps with any interested parties. Accordingly, RBCDC is not liable for any costs incurred in connection with the submittal of materials in response to this request. The CDC reserves the right to reject any and/or all submissions and waive technicalities and/or any irregularities therein. The RBCDC further reserves the right to award a contract to that qualified proposer whose proposal best serves the interests of the CDC in the sole discretion of the CDC.

All responses must be complete upon initial submission. Faxed responses will **not** be accepted. Electronic versions will **not** be accepted. Submissions will be time and date stamped.

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