

**CITY OF NAPLES
PURCHASING DIVISION
CITY HALL, 735 8TH STREET SOUTH
NAPLES, FLORIDA 34102
PH: 239-213-7100 FX: 239-213-7105**

ADDENDUM NUMBER 4

NOTIFICATION DATE: 11/17/2023	SOLICITATION TITLE: Naples Landings Dredging Project - ITB	SOLICITATION NUMBER: 24-009	BID OPENING DATE & TIME: 12/5/2023 2:00PM
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**THE FOLLOWING INFORMATION IS HEREBY INCORPORATED INTO,
AND MADE AN OFFICIAL PART OF THE ABOVE REFERENCED BID.**

**The following clarifications are issued as an addendum identifying the following changes
for the referenced solicitation.**

- 1. REVISED PAGE 25: Attached Exhibit E is a REVISED PAGE 25**

**EXHIBIT E- REVISED PAGE 25 11/17/23. The page(s) replaced in its entirety the published
PAGE 25.**

**THE REVISED Exhibit E is EXHIBIT E – REVISED PAGE 25 11/17/23 MUST BE USED BY
VENDORS OR THE BID WILL BE REJECTED. EXHIBIT E – REVISED PAGE 25 11/17/23.**

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IMPORTANT MESSAGE

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID COVER SHEET .

SUBMISSION CHECKLIST

Bidder certifies by signature below that the following Documents are included in the Bid Submittal, fully completed in accordance with the bid requirements. It's the bidder's responsibility to contact the Purchasing Department prior to submitting a bid to ascertain if any addenda have been issued, to obtain any and all such addenda and return executed addenda with this bid. Bidder should check off each of the following items as completed and submit with bid response:

CHECKLIST ELEMENTS	INCLUDED
Bidder must submit one (1) original signature (clearly marked as such) of the response and one (1) copy (clearly marked as such) of the response and one (1) properly indexed Windows© compatible PDF of the original document on a USB Flash Drive containing one PDF file of the full response that is clearly labeled with your company's name, Solicitation number, title and contact information.	<input type="checkbox"/>
Include any required drawings; descriptive literature; qualifications; schedules; product compliance / exceptions; alternatives; questionnaire; references, forms, tabs, pricing/cost; and any information required of the proposer identified in the text of the bid including information for bid evaluation.	<input type="checkbox"/>
Include any Professional Licenses (General Contractors license, Underground Utility and Excavation, Builders, etc.) that qualify the firm for this solicitation as well as applicable bond documents, if required. Note if you are not a single prime contractor. List all subcontractors to be used for our project in your bid/proposal and their professional licenses.	<input type="checkbox"/>
Mandatory FORMS from this document to be included are: <u>Cover Sheet, Reference Questionnaire, Submission Checklist Sheet, signed IRS W-9 (OCT 2018), Sunbiz Report, Acknowledgement of Business Type, Certificates of Insurance, Immigration Law Affidavit Certification & Schedule of Values.</u>	<input type="checkbox"/>
Have an authorized individual sign the appropriate pages including the <u>Cover Sheet</u> with any bid addendums initialed. Include all Addendums with your Proposal.	<input type="checkbox"/>
Ensure the following: 1. The Proposal has been signed. 2. Proposal addressed the evaluation criteria. 3. Proposal prices offered have been reviewed. 4. The price extensions and totals have been checked. 5. Tab format was followed. 6. Certificates of Insurance submitted per requirements specified in the bid.	<input type="checkbox"/>
Bid document needs to be received by the <u>OPENING DATE & TIME</u> indicated on the <u>Cover Sheet</u> . The mailing envelope must be addressed to: City of Naples Purchasing Division 735 8th Street South Naples, Florida 34102	<input type="checkbox"/>
The mailing envelope must be sealed and marked with: Bid Number: 24-009 Title: Naples Landings Dredging Project - ITB Opening Date: 12/05/2023 Company Name: Contact information:	<input type="checkbox"/>

ALL COURIER DELIVERED BIDS MUST HAVE THE BID NUMBER AND TITLE ON THE OUTSIDE OF THE COURIER PACKET.

Submitting Vendor Name: _____

Authorized Bidder's Signature: _____

At the discretion of the Purchasing Manager, bids or proposals with minor irregularities may be accepted and allowed to be corrected when in the best interest of the City.