**ST. PETERSBURG COLLEGE**

**Procurement/Purchasing Department**

**P. O. BOX 13489**

**ST. PETERSBURG, FLORIDA 33733–3489**

**May 14, 2014**

**To The Vendors Who Plan on Providing a Proposal Response to the College’s RFP 05-13-14 for Recruiter Services**

# Request for Proposal # 05-13-14

**ADDENDUM #1**

This is to advise that the following questions were asked during allotted time period per the RFP document which expired as of Monday May 12th 2014 at 3:00pm EDT. Here are questions and the answers relating to the College’s Request for Proposal # SPC 05-13-14.

1. Are the outcome totals listed on pages 13-14 for the Agreement period that extends no later than September 30, 2016?

Answer: **Yes. The successful respondent will also have the additional support of Florida TRADE staff and staff at the Regional Manufacturing Association to accomplish these goals in the time period allotted.**

1. Is the respondent responsible for locating space for the staff?

Answer: **SPC can work with the respondent to identify space at the College, at the request of the respondent.**

1. Is there any consideration for G&A and/or profit/incentives with this contract?

Answer: **It is anticipated that this will be a performance based contract, therefore, all General & Administrative (G&A), travel, personnel and other budget line items would be all-inclusive, but should be identified in the budget narrative. All costs included in the budget narrative should be reasonable and appropriate to the project timeline and deliverables.**

1. Should the respondent proffer staff contingent on award in order to submit a resume as requested or will position descriptions be acceptable?
2. Answer: **Position descriptions will be acceptable.**

**All other terms, conditions and specifications, including the date and time Proposals are due (2:00 P.M., Eastern Daylight Time, Wednesday June 11th, 2014), remain unchanged.**

**Please *include* the Addendum Acknowledgment Form with your Proposal.**

**Sincerely,**

**Paul Spinelli**

**Director of Procurement, Asset Management & Auxiliary Services**

**ST. PETERSBURG COLLEGE**

**Purchasing Department**

**P. O. BOX 13489**

**ST. PETERSBURG, FLORIDA 33733-3489**

**Acknowledgment of Receipt of Addendum #1**

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This will acknowledge that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Name of Agency**

**Received Addendum #1 to St. Petersburg College Request for Proposal # 05-13-14 for Recruiter Services**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Name of Agency**

 **By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Authorized Signature**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Printed or Typed Signature Name/Title**

 **Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Include this Page with your Proposal**