



Town of Southwest Ranches
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October 2, 2025

Addendum #1

RFP No. 25-22 Zero Waste Consultant (Reissue)

A. Proposal Deadline Extension:

The due date for proposals is hereby updated to **11:00 AM on Wednesday, October 15, 2025.** The deadline for questions has passed.

B. Updated Link to Proposal Opening (reading proposer names only):

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C. Question and Answer ("Q&A"):

1. **Q:** Please can you share Town's budget for the project.

A: Phase I: Not to Exceed \$70,000
Phase II: TBD

2. **Q:** Would the Town be willing to extend the deadline for this RFP?

A: Please reference Section A herein. There will be no further extensions.

3. **Q:** Is the Town able to share any information or materials from the previously submitted RFP's that were shortlisted in the summer of 2025 for this project?

- A:** Pursuant to s. 119.071(1)(b)2.-3., F.S., sealed bids and proposals remain exempt from disclosure until the agency posts an intended decision or 30 days after opening, whichever comes first. Because all proposals under the original solicitation were rejected and the Town concurrently noticed its intent to reissue, the submissions remain exempt until an intended decision on the reissued solicitation is posted or it is withdrawn, but not longer than 12 months from the rejection notice.
4. **Q:** Within the scope of services, please can you share any tasks where you require, or would prefer, a consultant to attend in person. If these tasks include activities, such as in-person board attendance, or in-person events, please can you share the general quantity you would prefer that the consultant travelled to attend in person.
- A:** Please re-read Section 4 – Special Provisions – Proposal Format, specifically, Subsection C “Task and Deliverables Work Plan” in Section 4 – Special Provisions – Proposal Format (pages 21-22) and Section 3.2 Scope of Services in its entirety.
5. **Q:** For Phase II of the scope of services, does the Town require the submittal to detail how the consultant would approach Phase II?
- A:** Please re-read Section 4 – Special Provisions – Proposal Format, specifically, Subsection C “Task and Deliverables Work Plan” in Section 4 – Special Provisions – Proposal Format (pages 21-22) and Section 3.2 Scope of Services in its entirety.
6. **Q:** We understand this is a readvertisement of a previous Request for Proposal. Can you share the previously received proposals with potential bidders so that we do not replicate any undesirable information to Southwest Ranches?
- A:** Reference response to Question #3 above.
7. **Q:** Can you share why a previous selection was not made, and this opportunity is being readvertised?
- A:** The Town determined that additional budget-related context is necessary to help respondents align their submissions with the Town’s expectations. (Ref. [RFP 25-14 Public Notice Announcement dated 8/28/25](#))
8. **Q:** Does the Town of Southwest Ranches have a defined budget for the study?
- A:** Reference response to Question #1 above.
9. **Q:** Does the Town have a budget for this project?
- A:** Reference response to Question #1 above.

10. **Q:** Can the Town provide any additional context besides the changes that were noted in the new RFP, as to why the Town is reissuing this bid?

A: Reference response to Question #7 above.

Reviewed by:

Christina Semeraro

Christina Semeraro, NIGP-CPP, CPPO, CPPB
Procurement Officer