

**ADDENDUM ACKNOWLEDGEMENT FORM  
Addendum No. 1**

**SOLICITATION NO.:** 18-RFP-003-SS

**SOLICITATION TITLE:** Unique Abilities Marketing and Outreach Program

**OPENING DATE:** October 24, 2017 at 3:00 P.M., EST

**DATE:** October 11, 2017

Please be advised that the following changes are applicable to the original specifications of the above referenced RFP:

Changes to the Specifications are indicated by underscore, deletions are indicated by a ~~strikethrough~~.

**1. C.4, Deliverables, Tasks, Performance Measures and Financial Consequences is hereby amended as indicated below:**

Contractor agrees to perform the following:

<b>Deliverable No. 1 – Project Plan and Project Schedule</b>		
<b>Tasks</b>	<b>Performance Measures</b>	<b>Financial Consequences</b>
Contractor will develop a project plan and project schedule to continue statewide public awareness and outreach of the Florida Unique Abilities Partner Program with a <u>priority</u> emphasis on increasing the number of businesses and organizations that actually become partners, as specified in Section C.5.	Contractor must conduct a meeting within five (5) business days of contract execution and submit a completed Project Plan and Project Schedule, as specified, within fifteen (15) business days of contract execution.  Evidenced by submission of meeting agenda and minutes; Completed Project Plan and Project Schedule, and any other required documentation, as specified and approved by DEO, within fifteen (15) business days of contract execution.	Failure to submit approved documentation, as specified, within fifteen (15) business days of contract execution will result in a deduction of \$500 per calendar day for every day beyond the due date. Such reduction will be made from the deliverable payment.
<b>Deliverable 1 Cost:</b>		
<b>Deliverable No. 2 – Quarterly Target for Increasing Partners</b>		
<b>Tasks</b>	<b>Performance Measures</b>	<b>Financial Consequences</b>
Based on the approved Project Plan, the Contractor will meet the	Contractor will meet the quarterly target	A \$500 per calendar day fee will be assessed for each day

<p>established quarterly target for increasing the number of businesses and organizations that become Florida Unique Abilities Partners, as specified in Section C.5.</p> <p><b><u>Note: Quarterly Targets are to include only those partners that are new to the Florida Unique Abilities Partner program.</u></b></p>	<p>established in the approved Project Plan and provide a detailed list outlining the businesses and organizations to which outreach was provided by the 5<sup>th</sup> day of the month following the preceding quarter to DEO's Project Manager and Contract Manager. Prior to payment, the list must be accepted and approved by the DEO Contract Manager.</p>	<p>after the approved date the Contractor fails to meet the criteria for this deliverable.</p> <p><b><u>Failure to meet the quarterly target shall result in non-payment for each partner not obtained.</u></b></p>
<b>Deliverable 2 Cost:</b>		
<b>Deliverable No. 3 – Promote Statewide Program Awareness</b>		
<b>Tasks</b>	<b>Performance Measures</b>	<b>Financial Consequences</b>
<p>Contractor will promote statewide program awareness of the Florida Unique Abilities Partner program as noted in the approved Project Plan, as specified in Section C.5</p>	<p>Evidenced by the quarterly submission of detailed documentation showing completed marketing and outreach activities. Such documentation shall be provided by the 10th day of the month following the preceding quarter and shall be submitted to the Project Manager and Contract Manager. Prior to payment, the documentation must be accepted and approved by the DEO Contract Manager.</p>	<p>A \$100 per calendar day fee will be assessed for each day after the approved date the Contractor fails to meet the criteria for this deliverable.</p>
<b>Deliverable 3 Cost:</b>		

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

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**\*Authorized Representative's Signature**

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**\*Typed Name and Title of Authorized Representative**

**\*This individual must have the authority to bind the Respondent.**