

Miami Shores Village



**ADDENDUM NO. 1  
MIAMI SHORES VILLAGE PARKS AND RECREATION MASTER PLANNING  
RFP #2024-02-02**

**March 7, 2024**

This Addendum No. 1 to the above-referenced Request for Proposals “RFP” is issued in response to questions from prospective respondents, or other clarifications and revisions issued by the Village. The RFP is amended in the following particulars only. Deletions are shown by ~~strike through~~ and additions are underlined. The RFP is amended in the following particulars only.

**1. Question: Does Miami Shores Village have a set budget for this project?**

*Response: No. The Village does not have a set budget for this project.*

**2. Question: Does the Needs Assessment Survey under Task 2-A. need to be a statistically valid survey?**

*Response. Yes, a statically valid survey is required. RFP Section 3.5.2 A. is amended as follows:*

**3.5.2 Needs Analysis – Task 2**

Living close to parks and other recreation facilities is consistently related to higher physical activity levels for both adults and youth. An analysis of the needs for future park, recreation, open space, facilities or programs shall be conducted.

- A. *Needs Assessment Survey* – Conduct a statistically valid survey that should include use of parks and facilities, resident recommendations for improvements, the importance, benefit or influence of parks and recreation activities on residential life, importance of art in parks and opens spaces. There should be flexible options to provide feedback including an online option so there is maximum public engagement.

Any questions regarding this Addendum should be submitted in writing to the Procurement Administrator at [bids@msvfl.gov](mailto:bids@msvfl.gov).

Proposers are reminded to acknowledge receipt of this addendum as part of your RFP submission.

Sincerely,

A handwritten signature in blue ink that reads "Donna Rockfeld".

Donna Rockfeld  
Procurement Administrator