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**ADDENDUM NO. 4**  
**Request for Qualifications (RFQ) No. PC25-052**  
**Professional Services Contract for Panama City– Continuing**  
**Basis**  
**August 22, 2025**

The purpose of this Addendum is for the City of Panama City, FL to provide updated information for the **RFQ No. PC25-052~Professional Services Contract for Panama City – Continuing Basis**, and it shall become part of the RFQ Documents.

Addendum 4 provides clarification to the RFQ Documents, and they shall be amended in the following particulars:

1. **RFI received:** Per Addendum #2 it states "Firms with existing Continuing Services Contracts with the City of Panama City, that resulted from previous Professional Services Contract for Panama City– Continuing Basis RFQ solicitations, do not need to submit qualifications for the PC25-052~Professional Services Contract for Panama City– Continuing Basis RFQ solicitation."

To clarify, does this mean that firms currently holding a contract under RFQ PC21-041 – Continuing Professional Services Contract are not required to submit qualifications for this RFQ, even though that contract is scheduled to expire next year? Or, is this the renewal solicitation of that contract?

**RESPONSE:** Firms currently holding a contract under RFQ PC21-041 – Continuing Professional Services Contract are not required to submit qualifications for this RFQ regardless of when their current contract expires. If a firm's current Continuing Services Contract expires during the PC25-052 solicitation time period and the City desires that the firm submit to this RFQ, the City will contact the firm.

2. **Clarification:** Firms responding to this Request for Qualifications should submit their Qualifications documents via the Bonfire portal as soon as they have all documents prepared. Firms should not wait for the submission deadline. Submissions will be reviewed and evaluated upon receipt.

**END OF ADDENDUM No. 4**

Addendum Acknowledgement Instructions

Please complete the **Section 6.1.1 RFQ Addenda Acknowledgement** and complete **Section 6.1.2 RFQ Determination of Responsiveness Acknowledgement** and include it with your firm's qualifications submission.

For questions regarding this Addendum, please email the City of Panama City's Purchasing Division at [purchasing@panamacity.gov](mailto:purchasing@panamacity.gov).