

ADDENDUM No. 1

RFP No. 20-26

ENGINEERING CONSULTING SERVICES

Due: August 3, 2020 at 2:00 P.M. (local time)

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Engineering Consulting Services, RFP No. 20-26, on which proposals will be received on/or before the date and time listed above.

The information contained herein shall take precedence over the original documents and all previous addenda (if any), and is appended thereto. **This Addendum includes two (2) pages.**

The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.

The following forms provided within the RFP Document must be included in submitted proposal:

- **Attachment B - Non-Discrimination Declaration of Compliance**
- **Attachment C - Living Wage Declaration of Compliance**
- **Attachment D - Vendor Conflict of Interest Disclosure Form**

Proposals that fail to provide these completed forms listed above upon proposal opening will be rejected as non-responsive and will not be considered for award.

I. CORRECTIONS/ADDITIONS/DELETIONS

Changes to the RFP documents which are outlined below are referenced to a page or Section in which they appear conspicuously. Offerors are to take note in its review of the documents and include these changes as they may affect work or details in other areas not specifically referenced here.

Section/Page(s)

Change

Page 13

As provided in RFP No. 20-26 Document:

Section 3 – B. Past involvement with Similar Projects as Page 13

As updated herein:

Section 3 – B. Past involvement with Similar Projects as Page 13

Remove: “The written proposal must include a list of specific experience **in the project area** and indicate proven ability in implementing similar projects for the firm and the individuals to be involved in the project.”

Replace with: “The written proposal must include a list of specific experience **with park type projects** and indicate proven ability in

implementing similar projects for the firm and the individuals to be involved in the project.”

Comment: The intent with this change is to simply replace the unclear statement in Page 13 provided in the RFP Document with the clarified statement provided herein.

II. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: Would you like a fixed fee for 3 years or can firms identify an escalation for each year?

Answer 1: Fees submitted will be held for all 3 years of the contract.

Question 2: On Page 13, Section III, Part B it talks about the scoring for past involvement with similar projects. Could you please define what you're looking for with specific experience in the "project area"?

Answer 2: Please reference change to that language above. In general we are looking for experience with park type projects.

Question 3: Is a flash drive of the cost proposal required, similar to the narrative proposal?

Answer 3: No, a flash drive of cost proposals is not required and providing cost in paper form would be sufficient.

Question 4: Due to the current Covid-19 situation, can an original signature in ink be scanned and incorporated into the proposal?

Answer 4: Scanned signatures are acceptable.

Question 5: Are you looking for all services within the same firm or would you consider a team?

Answer 5: At this time we will be evaluating the firm who submits the proposal and will be the prime consultant. If there is another firm you regularly team with, please include them as a subconsultant for informational purposes.

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.