

City of Central Point
Public Works Operations Center:

ADDENDUM NO. 1
Issued: March 19, 2020

To All Request for Proposal Document Holders:

You are hereby notified of the following changes, deletions, additions, corrections, and clarifications to the Request for Proposals for the City of Central Point Public Works Operations Center.

The following formatting has been used to note additions and deletions to the contract documents.

- Deletions are formatted as stricken through (~~example~~) text.
- Changes/additions are formatted as bolded (**example**) text.

REQUEST FOR PROPOSALS

Section 4: Procurement Process

The following item shall be deleted from the document:

4.3 Procurement Schedule

The current procurement schedule is as follows:

- Issue RFP: March 16th, 2020.
- ~~Mandatory pre-proposal meeting: March 24th, 2020.~~
- Deadline for questions: March 31st, 2020.

The following item shall be deleted from the document:

~~4.4 Mandatory Pre-Proposal Meeting and Site Tour~~

~~Owner will conduct a pre-proposal meeting for those interested in responding to the RFP. Attendance at this meeting is mandatory. The meeting will be held at 235 S. Haskell St., Central Point on March 24th, 2020 starting at 10:00 PST. At this meeting, Owner will offer information about the Project and the procurement process. Those who attend the pre-proposal meeting will have the opportunity to tour the Project site to familiarize themselves with site conditions and constraints.~~

Section 5: Proposals Submission Requirements

The following item shall be modified in the document:

5.1 Submittal Place and Deadline

Five bound paper document copies (one original and four copies), as well as one electronic version of the Proposal on USB/thumb drive in PDF format, must be received by the Proposal deadline of April 10th, 2020, at ~~4 pm~~ **2pm** PST addressed to:

The following item shall be modified in the document:

5.4 Part 3 – Project Team

Key Personnel

Identify all Key Personnel (and their firm affiliations) on the Project Team and describe their specific responsibilities during Phase One and Phase Two of the Project. Identify individual(s) serving as the primary contact for contract negotiations and day-to-day communications with the City. The following Key individuals must be named and with individuals preferred that meet the criteria set out below:

- **Design Builder Team Lead:** ~~15~~ **10** total years of experience on municipal projects of similar size and complexity. Must have designed at least two facilities of a similar size, type and complexity
- **Design Manager:** ~~15~~ **10** total years of experience on municipal projects of similar size and complexity. Must have designed at least two facilities of a similar size, type and complexity
- **Construction Manager:** ~~15~~ **10** years of experience on municipal projects of similar size and complexity. Must have overseen at least 2 facilities of a similar size, type and complexity
- **Other Key Staff:** Other key staff as determined by Design Builder

End revisions for Addendum No. 1

Addendum No. 1 is hereby made a part of the Request for Proposal Documents, and its terms and conditions are fully binding on the Document holder.

This is **Addendum No. 1** and must be acknowledged on Page 19 of the Certification Statement, under Item 7.

CITY OF CENTRAL POINT



Jeff Ballard, PE, RH2 Engineering
Issued March 19th, 2020