

ADDENDUM No. 2

RFP No. 22-08

Construction Management Software

**Proposal Due Date and Time:
March 17, 2022 by 2:00 p.m. (local time)**

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 Offeror is to acknowledge receipt of this Addendum No. 2, 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 should be included in submitted proposal:

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

Proposals that fail to provide these completed forms listed above upon proposal opening may be rejected as non-responsive and may 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
Addendum 1, Page 8	As provided in Addendum 1: INSERT 17 PAGE ATTACHEMENT WHICH IS REFERENCED IN A26 & A27 As updated herein: Sample Reports for Answer 26 and Answer 27

Comment: The intent with this change is to simply replace the inaccurate editor's note found on Page 8 of Addendum 1 with the updated language above.

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: Should Offerors review the RFP provided terms/agreement/exhibits and provide exceptions with proposals, or will the City negotiate terms and agreements at a later time?

Answer 1: Contractor may request exceptions, but the City typically does not entertain changes to its Professional Services Agreement. Any other exceptions related to scope, deliverables, schedule, etc. should be clearly stated in the proposal and offerors should be aware that the final agreement will be subject to negotiations as applicable.

Comment: Note that this response above to Question 1 is a change to Answer #7 provided in Addendum 1.

Question 2: The RFP section D. Proposal Format states "An official authorized to bind the offeror to its provisions must sign the proposal in ink." Since many municipalities have relaxed in person signing requirements, instead of ink, will the City accept electronic signatures such as DocuSign?

Answer 2: Yes, electronic signatures are acceptable within submitted proposals.

Question 3: In this RFP are you expecting to buy an existing product?

Answer 3: The City was anticipating purchasing an existing product that could be configured to suit our needs. However, that does not exclude the possibility of custom-built software.

Question 4: If not, the project details are not sufficient to submit a fixed bid, would you accept a time and materials bid?

Answer 4: The RFP does not require the proposer to submit a fixed bid.

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