

# ADDENDUM No. 1

## RFP No. 18-01

### Playground Improvement Services

**Due: January 12th, 2018 at 2:00 P.M. (local time)**

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Playground Improvement Services, RFP No. 18-01, 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 three (3) 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 A – Prevailing Wage Declaration of Compliance Form**
- **Attachment B - Legal Status of Respondent**
- **Attachment C – Non-Discrimination Ordinance Declaration of Compliance Form**
- **Attachment D – Living Wage Declaration of Compliance Form**
- **Attachment E – 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 5

Remove: "Each respondent must submit in a sealed envelope:

- one (1) original proposal
- three (2) additional proposal copies
- one (1) digital copy of the proposal"

Replace with: "Each respondent must submit in a sealed envelope:

- one (1) original proposal
- **two** (2) additional proposal copies
- one (1) digital copy of the proposal"

## 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:** Will replacement parts ordered by Park Operations be included under this contract?

**Answer 1:** No, this contract is for capital improvements and is separate from maintenance under Park Operations.

**Question 2:** Will the City order equipment directly from suppliers or will it be ordered through this contract?

**Answer 2:** The City reserves the right to order equipment directly from suppliers or order through this contract. In general, larger quantities would likely be ordered directly.

**Question 3:** Would the City put large playground projects out to bid or would they be included in this contract?

**Answer 3:** As long as the budget for the project falls within the scope of the contract, it would not be put out to bid.

**Question 4:** Is a copy of the pre-proposal meeting sign-in sheet available?

**Answer 4:** Yes it is included in this addendum as an attachment.

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

