



**ADDENDUM # 1**

**Program Management Services  
Bond Program  
RFQ/P-01-17-18**

Date: September 06, 2017

To: Potential Proposers

From: Janice Unger, Director, Purchasing & Capital Accounting

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Attached is Addendum # 1 to the Request for Proposals for the subject project. This addendum modifies and forms a part of the Contract Documents as noted herewith.

Refer to Document 00 91 01 – Addendum 1 (attached), for a listing of the changes, additions, clarifications and deletions included in this addendum.

Acknowledgement of receipt of this addendum is required on your proposal. Failure to acknowledge an addendum may subject the Bid to disqualification.

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DOCUMENT 00 91 01

**ADDENDUM NO. 1**

**1. GENERAL**

This document includes requirements that clarify or supersede portions of the bid and/or contract requirements for the project. This Addendum is a Contract Document.

**2. SUMMARY**

The following changes, additions and deletions shall be made to the following document(s); all other conditions shall remain the same.

1. Can you please clarify what belongs to the 30-page count?
  - If the intent is for “2. Statement of Consultant Qualifications,” is the cover letter excepted?  
*Answer: The Statement of Consultant Qualifications is separate from the cover letter. There is specific information that should be covered in the cover letter only.*
  - Are tabs and divider pages included in the 30 pages? *Answer: No*
  - If we print double-sided, do front and back of a page count as two pages? *Answer: Yes*
  - Given the 30-page limit, can the “Evidence of Insurance” (RFQ section 2-a-viii) and details of “Litigation Status” (RFQ section 2-a-ix) be included in an appendix? *Answer: Yes*
2. In Section 2-a-ix, you request information on litigation. It is also requested as part of the “Consultant Information” form. Can you provide this in just one place – for instance, in the SOQ, refer to the Exhibit? *Answer: Yes*
3. Are subconsultant team members on this contract precluded from any future work with this District? *Answer: If a subconsultant is working in the capacity under the Program Management Team, then yes would preclude them for other work with the District while in that capacity.*
4. Regarding Exhibit 4, the “Conflict of Interest” form – is this intended for every individual person names on the organization chart, or for each firm that is part of the team. *Answer: The is required for every individual person named on the organization chart.*
5. In the previous submittal, you indicated that original, electronic signatures are okay to use; please confirm if that is the same here. *Answer: Yes*

END OF DOCUMENT