

Request for Proposal

for

**WATER SYSTEM SEISMIC RESILIENCY PLAN**

**Work Order Number 3444**

**September 26, 2016**

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**ADDENDUM NO. 1**

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**Proposals Dues:** October 14, 2016

**Time:** 4:00 pm Local Time

**Location:**

Forest Grove Engineering Department

City of Forest Grove

1928 Council Street

Forest Grove, OR 97116

**TO ALL PLANHOLDERS:**

This, ADDENDUM NO. 1 modifies the RFP for services to prepare a **WATER SYSTEM SEISMIC RESILIENCY PLAN** for the City of Forest Grove, Oregon. All portions of the RFP not specifically mentioned or affected by this Addendum shall remain unchanged. This Addendum is hereby included as part of the original RFP document.

**RFP Due Date and Time:** Unchanged

**REVISION TO THE RFP:**

1. Add the following immediately after the second paragraph of Section 2.4, RFP page 5 of 19:

“For the sake of fairness, Proposers are not to contact any City staff or official other than those listed in this section concerning this RFP. Contact with the officials listed in this RFP shall be limited to specific questions via telephone calls or email. Contact with any other City staff or official concerning this RFP, except as described in Item 4 of this Addendum, will be grounds for disqualification.”

2. Add the following immediately after the first sentence of Section 2.7.A, RFP page 6 of 19:

“Addendum will also be posted to the City’s website at <http://www.forestgrove-or.gov/city-hall/finance-department/finance-department.html>. Proposers should check the City’s web page to ensure they have received or downloaded all addendums.”

3. Add the following immediately after Section 2.26., RFP page 10 of 19:

**“2.27. PRE-PROPOSAL MEETING**

There will be no pre-proposal meeting for this RFP.”

4. Add the following immediately after Item 3 of this Addendum, RFP page 10 of 19:

**“2.28. MEETING WITH CITY STAFF**

Each proposer may request one (1) meeting with City Staff. The meeting shall be scheduled through the Project Manager and must occur on or before 10/6/2016. Time allotted for each meeting is one (1) hour. All other contact with the Project Manager or his alternate as described in the second paragraph of Section 2.4 (for the dates given) is limited to project specific questions via phone calls or emails. There will be no facility tours provided during the RFP process.”

5. Delete the first sentence of Section 4.5.1.b), RFP page 14 of 19, and replace it with the following:

“The maximum total number of pages in the proposal must not exceed thirty (30) single-sided pages or fifteen (15) double-sided pages.”

End of Addendum No. 1