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Addendum #1

To: Forest Grove Emergency Water Transmission Intertie

The City received clarifying questions and is responding to those question in an addendum to the RFP. The questions and answers are below and the answers are changes to the RFP.

Question 1: What applies to the 15 page proposal limit in (e.g. resumes, attachments, cover letters, etc.) in Section 4.5.1-3?

Answer 1: One PDF proposal to drop box with 15 pages maximum not including resumes. The City would appreciate proposals kept as short as possible..

Question 2: The RFP asks for an hourly rate schedule and separate cost proposal in sections 4.5.1-3 and Section 4.5.4 of the RFP.

Answer 2: To clarify further, only one cost proposal with rates & hours included is to be submitted. An example form is:

Tasks & Description	Lead Consultant Labor hours and Costs						Subs		Direct Expenses	Total Costs by task
	Staff (title & name) (\$/hr.)				Total Hrs.	Total labor costs				
Task 1	hours	hours	hours	hours	hours	\$	\$	\$	\$	
Task 1.1										
Task 2										
Task 2.1										
Overall Totals										

Question 3: Will changes be made to rates/cost related to QBS requirements?

Answer 3: QBS requirements do not apply as the projected engineering/professional services for this project are not expected to 100,000.

Addendum #1 (continued)

To: Forest Grove Emergency Water Transmission Intertie

Question 4: Clarify Scoring Criteria?

Answer 4: Comprehensiveness of Services (45 percent), Experience & Qualification of Assigned Staff (40 percent), Cost of Services (15 percent).

Acknowledgment of Addendum #1

I certify that I have received and read Addendum #1 for the Request for Proposals for Engineering Services for Forest Grove Emergency Water Transmission Intertie.