

City of Lynchburg  
Procurement Division  
900 Church Street  
Lynchburg, Virginia 24504  
Telephone No.: (434) 455-3970  
Fax No.: (434) 845-0711

**Addendum for Request for Proposal**

**Linkhorne Elementary Courtyard Redesign Project**

**14-904**

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Date: 05/01/2014  
From: Lisa Moss, Buyer VCA  
RE: Addendum No. 1

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This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Offeror shall indicate receipt of this Addendum and all previously issued Addenda on the Title Page.

1. What is the budget for this project?

**\$45,000.00**

2. **The project must be completed no later than 8/1/14.**

3. As a New York City-based firm, can we participate in the RFP with its application as a VA registered corporation still in process with the Virginia State Corporation Commission?

**The agency must be registered with the VA State Corporation at the time of your submittal.**

4. **The area in the courtyard where the dogwood tree is planted needs to be preserved due to an existing pet cemetery.**

5. **The existing tulips, in the courtyard, have been given in memory of others and therefore need to be either reused in this project or given back to the school.**

6. Can you please provide information on the drains in this courtyard and if there are any current drainage issues?

**There are no current drainage issues that we are aware of. Attached below is a copy of the drain in the courtyard.**

7. Is there a survey of this area available? Looking for downspout exit points and if they tie into any drains.

**There are nine downspouts and two yard drop inlets that connect to a common collector that runs longitudinally through the courtyard. In addition there is a sanitary sewer line located along the north wall of the courtyard. These lines are shown on the drawing. \* Drawing attached below\***

8. How will contractors access the building when working on project and are there any areas for staging of materials/equipment?

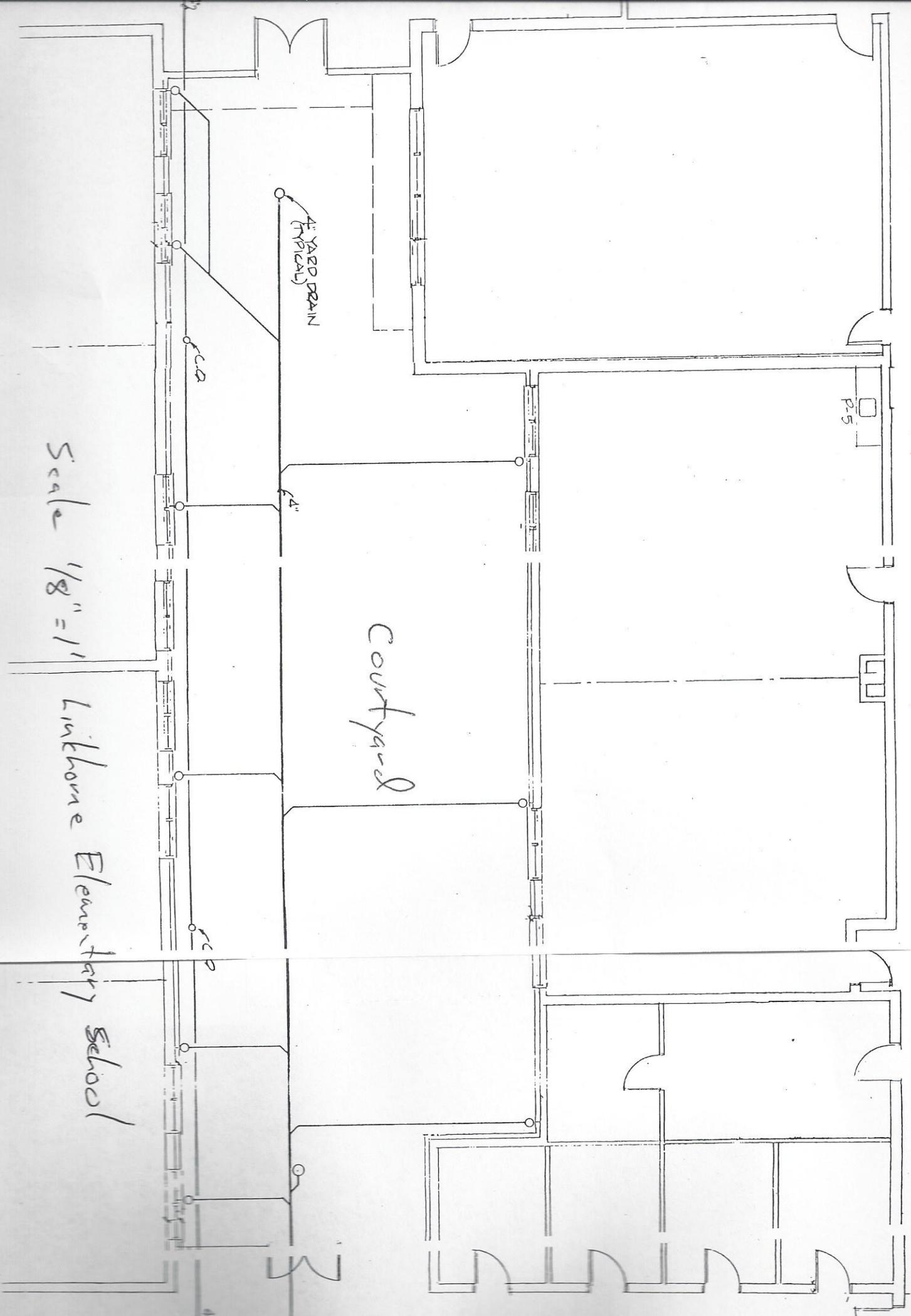
**Access to building and staging areas will be discussed after award.**

9. Will there be painting required for any exterior doors in the courtyard?

**No, this will be done by the school system internally.**

10. **The RFP is for landscaping services, not Landscape Architectural Services/professional services. The premise is to procure landscaping services, not design services**

11. **The indemnification clause in this RFP pertains to general liability, not professional liability.**



Scale 1/8" = 1'

Linkhome Elementary School

Courtyard

YARD DRAIN  
(TYPICAL)

P.S.