

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

Addendum for Proposal
Engineering Services Relative to Water Resources Planning and Construction Projects
14-891

Date: February 3, 2014
From: Stephanie Suter, CPPO, CPPB
RE: Addendum No. 1

This Addendum supplements and amends the original Request for Proposal and shall be taken into account in preparing proposals.

The following questions were submitted for clarification.

1. On Page 12 of 18, first paragraph under Proposal Presentation, please confirm that the 20 page limit is total and not 20 pages for each of the four categories.

The maximum number of pages has been increased to 30. This is the limit regardless of the number of categories a firm is seeking pre-qualification.

2. On Page 12 of 18, Item 10. Proposal Preparation, Number 4, Sub item A. It requests that a list of five clients/projects with relevant work be provided. Can we provide five for each of the four categories requested or is it five projects total?

Provide five relevant projects per category.

3. On Page 12 of 18, Item 10. Proposal Preparation, Number 6, it states "All selected pre-qualified firms must submit a fee rate structure". Does that need to be submitted as part of the proposal or would that be submitted after the firms are pre-qualified?

Selected firms are required to submit their rate structure, not required to be submitted with proposals.

READ TERMS AND CONDITIONS AND SIGN

In compliance with the above BID, and subject to all the conditions hereof, the undersigned offers and agrees to comply with any or all of the terms and conditions contained herein, or as mutually agreed upon by subsequent negotiations. This form shall become part of the final file.

COMPANY NAME: _____ *ADDRESS:* _____ *DATE:* _____

AUTHORIZED SIGNATURE: _____ *TITLE:* _____

PRINT NAME: _____ *TELEPHONE NO.:* _____ *FAX NO.:* _____