

ADDENDUM # 2

MULTNOMAH COUNTY OREGON

September 9, 2016

Address all questions to:
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RFP NO: 4000005167
TITLE: Architectural and Engineering Services on a Requirements Basis
CLOSING DATE: September 28, 2016 / NOT LATER THAN 4:00 PM

This Addendum is issued to the above referenced RFP to make the following changes, additions, deletions, and/or clarifications:

1. Clarification **Question:** The RFP outlines four potential category groups that contracts will be awarded under. I understand that firms can submit under multiple categories; please clarify if it is expected that firms submit separate proposals for each category they are submitting under. If one proposal is being submitted for multiple categories would you consider expanding the page limit to address the additional criteria required?

Answer: Proposers should submit one proposal and indicate which categories they are proposing on in the table on the cover page. Use the cover page as the **first/top** page of your proposal and add your firm name above the County logo. An additional 5 pages will be allowed for each extra category.
- 2 Clarification **Question:** Please clarify if Attachment 1 Proposers Representations and Certifications and Attachment 7 reference form are excluded from the 20 page limit. It appears that they are based on section 4.9 – proposer checklist and submittals, however, Attachment A (resumes) additional pages are specifically excluded in the request while Attachments 1 and 7 are not.

Answer: Attachments do not count toward the page limit.
3. Clarification **Question:** Regarding interviews, will you be interviewing the top five or six proposers for each category separately (ie if we submit on two categories should we expect to potentially attend two interviews)?

Answer: Yes, we intend to interview separately by category. A firm could potentially be included in up to four separate interviews.

4. Change Change the reference in 1.10 Publicity from Public Affairs Office to Communications Office.
5. Addition Add as the last bullet under 3.2.1 Evaluation Criteria:
 - *Provides affirmation statement that no personnel will be replaced without prior County approval.*
6. Change Change the maximum score per evaluator from 550 to 600 at Paragraph 3.2. Change the table at 3.2 as follows: Change the number of points for 3.2.4 Contract category – Specific expertise from 20 points to 45. Also change the total points for both written and oral evaluation from 275 to 300.
7. Change Change the total number of points from 20 to 45 under Paragraph 3.2.4 Contract Category – Specific Expertise.
8. Addition Add the following to 4.9 Proposer Checklist and Submittals:
 5. MOU, if applicable

c: Greg Hockert, Rita Gill, Paula Rickman, Tessa Paul, File