METRO
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Addendum One / RFP 13-2200

RFP 13-2200
Green Building Assessments of Metro Facilities
Flexible Services Agreement

Note: The following clarifications, changes, additions and deletions to Request for Proposal 13-2200, hereby become part of the Request for Proposals. It is essential that all prospective Proposers note the content of the Addendum.

Clarifications:

As described in the Request for Proposals (RFP) on page 3, proposers may propose on one assessment type or multiple assessment types. Proposers may include multiple assessment types in one proposal. The page limit for a proposal may be extended by no more than three (3) pages for each assessment type (Task).

Proposals should include costs to complete each Task as described in the RFP. If there are price differences for different facilities (by size or by type, for instance) please note those in your proposal.

The RFP states that Metro intends to award this contract to a single firm per Task (Page 7 of the RFP). Metro reserves the ability to award this contract to **more than one firm per task** to allow greatest flexibility to Metro operations managers who will utilize the resulting Flexible Services Agreement.

Questions and Answers:

Q1: Regarding Task 4 of this RFP, the solar feasibility assessment, what you are looking for in terms of Budget/Cost Proposal. Do you want a price for each of the buildings listed?

A1: You can propose just on the solar task (Task 4) of the Scope of Work. As for cost, please describe the cost to do a solar feasibility assessment as described in Task 4 of the RFP for any of the facilities listed in the RFP. If there are price differences for different facilities (by size or by type, for instance) please note those in your proposal.

Q2: On p. 7, Section VII, letter B, is Metro looking for a sample project approach and schedule?

A2: For the Approach/Project Work Plan section of proposals, include a description of your approach for completing the Task or Tasks for which you are proposing.

Q3: In Section E (p. 8) are you looking for a sample budget or for hourly rates only?

A3: For the Cost/Budget section or proposals, present the proposed total cost of completing the Task or Tasks for which you are proposing. If there are price differences for different facilities (by size or by type, for instance) please note those in your proposal. See also A1.

Q4: Is there a vendor list available for this RFP announcement?

A4: Yes, the vendor list used to announce this RFP is available upon request to Molly.Chidsey@oregonmetro.gov.

Q5: Will you disclose who is on the evaluation team for this RFP?

A5: No, we do not disclose that information.

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