



**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736  
503-797-1700

## Addendum One / RFP 13-2306

### ADDENDUM NUMBER ONE

#### RFP 13-2306

## Sign design and fabrication professional services

*Note: The following additions to Request for Proposal 13-2306, hereby become part of the Request for Proposals. It is essential that all prospective Proposers note the content of the Addendum.*

In the interest of fairness, this information is being provided to all interested proposers. Below is the pre-bid meeting summary and who attended, followed by any questions received at the meeting and by email and the corresponding answer.

#### **Summary of the Pre-bid meeting:**

Elizabeth Goetzinger, project manager, convened the meeting, Sharon Stiffler, procurement analyst was also present. All vendors were directed to sign in on the provided form. Elizabeth went over the RFP contents questions that were raised are included in this addendum as well as clarification on cost.

#### **Important dates**

**The deadline for questions is Monday February 11.** All questions regarding the RFP must be received by Sharon Stiffler at [sharon.stiffler@oregonmetro.gov](mailto:sharon.stiffler@oregonmetro.gov), by this time.

**Proposals are due February 15 by close of business (the building closes at 6:00 p.m.).** Sealed proposals shall be received by Metro, 600 NE Grand Ave. Portland, late proposals will not be accepted.

#### **Additions to the RFP:**

G. First Opportunity Target Area (FOTA) Program

In the event that any subcontracts are to be utilized in the performance of this agreement, the Proposer's attention is directed to First Opportunity Area (FOTA) Program which is intended to provide maximum employment for economically disadvantaged residents living in the target area, in accordance with House Bill 3075, passed by the Oregon Legislature in 1989. Additional information regarding the FOTA Program is available from <http://www.oregonmetro.gov/index.cfm/go/by.web/id=6094>. **RFP Page 4**

D. Cost/Pricing In addition to pricing for items (a) and (b) please provide any additional hourly rates or requested expenses. **RFP Page 5**

- First Opportunity Target Area (FOTA) program - Demonstrated commitment to FOTA program (i.e. specific steps to provide employment and contract opportunities to FOTA residents, past performance and experience with FOTA program). Follow this link for information about the First Opportunity Target Area: <http://www.oregonmetro.gov/index.cfm/go/by.web/id=6094> **RFP Page 6 E. last bullet**

IX. B. 6. Work Force Diversity, Diversity in Contracting, Diversity of Firm, **FOTA RFP Page 8**



## Addendum One / RFB 13-2036

**The following question was submitted on this solicitation:**

- 1) Are signs required to be painted on both the front and the back of the sign?  
Pricing estimate 1: painted on facing side only  
Pricing estimate 2: painted on both sides and "L" brackets  
Pricing estimate 3: NA
  
- 2) What is the standard drill holes  
All estimates: Answer: 1/4"

**Pre-Proposal meeting attendees:**

Ben Speidel	
Steve Johnston	
Jeff Parson	
Deana Caputo	
Tim Shore	
Ryan Moss	
Erika Lone	

Issued February 1, 2013

\_\_\_\_\_  
Gabriele Schuster  
Procurement Manager