



ADDENDUM #3
RFP NUMBER: 2015016-PW-P
Consulting Engineering Firms RFP

DATE: December 22, 2014

TO: All Potential Offerors

City of Harrisonburg's Consulting Engineering Firms RFP, is modified as follows:

1. Question: On page 6, in section 4.0 Scope of Services, the 4th bullet in item 4.2 lists "Scope of Work". We have not been able to find any further explanation in the RFP on what the City would like us to discuss regarding the Scope of Work. Can you please elaborate?

Answer: The "Scope of Work" shall include the items listed in Section 5.2.1-5.2.5.

2. Question: On page 9, in section 5.0 Proposal Requirements, 5.2.1, it appears that the RFP is asking for two separate items. The first sentence asks for the consultant to address each requirement of the Scope of Services. Then the second sentence asks the consultant to address the firm's ability to meet the project's time schedule in 2 pages or less. Are we expected to address both items within the 2 page limit?

Answer: These are 2 separate questions and should be answered separately. Also, please replace the first sentence of Section 5.2.1 with the following "Address each requirement of the Scope of Services or the areas of expertise to be provided and these shall be limited to 2 pages per Scope of Services requirement."

3. Question: The list of items in 4.2 (page 6) which details how the proposal should be organized, does not include any of the items included on page 9 (items 5.2.1 through 5.2.5). Where in the proposal would you like those page 9 items to be included? Should we just assume that these items should be added to the end of the items in 4.2? Should they all follow the last bullet in 4.2, the City of Harrisonburg Business License?

Answer: See the above response to Question #1.

All other requirements, terms and conditions of the RFP remain unchanged.

Addendum page must be signed and returned with your proposal to acknowledge receipt of this addendum.

Authorized Signature

By: Pat Hilliard, CPPB
Procurement Manager