



**ADDENDUM #2
RFP NUMBER – R18-198 LB
December 17, 2018**

NAME OF PROJECT: Historic Parks Master Plan

PROPOSAL DUE DATE: NEW DUE DATE – JANUARY 11, 2019 at 2:00 p.m.

This document shall become as fully a part of the above named IFB and Contract Documents as if included and shall take full and complete precedence over anything stated or shown to the contrary in them.

Acknowledgment: Each Offeror shall indicate acknowledgment of receipt of this Addendum.

Each and every Offeror, subcontractor, and material supplier shall be responsible for reading each and every item in this Addendum to ascertain the extent and manner it affects the work in which he is interested.

*****CHANGES TO THE PUBLICATION NOTICE*****

The following items and information are corrections and additions to the above referenced project.

- A. NOTE: THE DUE DATE FOR PROPOSALS HAS BEEN EXTENDED TO 1-11-19 AT 2:00 P.M.
- B. NOTE: THE PRE-PROPOSAL MEETING SIGN IN SHEET IS INCLUDED WITH THIS ADDENDUM #2.
- C. Reference RFP Section 4:
*Proposals are to be submitted to:
Name: Lisa Barela
Title: Contracts Specialist II
Colorado Springs City Hall
107 N. Nevada Ave., Suite 125
Colorado Springs, CO 80903*
- D. Questions & Answers
 - Q1. The Qualifications Statement asks to list "Local or State-wide" project experience and references. We would like to use some national projects to meet part of this requirement.
A1. This is acceptable, however, there must be emphasis on local and/or state-wide projects.
 - Q2. Please clarify what exactly is meant by "appoint an agent for service of process."



A2. A person appointed on behalf of a business, who is authorized to accept service of process in the event of a lawsuit. Every company is required to appoint someone in-state to serve as its registered agent when filing papers of incorporation or similar official documents.

Q3. Are we allowed to establish an office space and obtain certifications with the CO Secretary of State at the time of the contract award?

A3. Reference Section 17 of the RFP document.

Q4. Who will make up the Evaluation Committee?

A4. The Evaluation Committee will be made up of individuals from different departments within the City as well as two individuals outside of City staff.

Q5. Where is the funding coming from?

A5. The City will be funding this project.

Q6. Will there be any prioritization amongst the parks described in this project?

A6. The Antlers Park is the most underutilized park but the City must look at all three parks.

Q7. Will there be any flexibility in the project schedule? Is there a hard date for project completion?

A7. The City will work with the awarded consultant on any schedule issues. Although there is no hard deadline for project completion the City is expecting the project to be complete within one year.

Q8. Will the awarded consultant have to retain an attorney to review documents?

A8. No, the City attorney will help with any legal interpretation of documents.

Q9. Is there funding available for the implementation of the plan?

A9. This will be determined at a later date.

Q10. Will information be available from Colorado Springs Utilities?

A10. Yes, the City will help in obtaining any information needed.

Q11. Are there any planned improvements for the adjacent streets, sidewalks, etc.?

A11. Not at this time.

Q12. What types of infrastructure is projected to be within these three parks?

A12. Park infrastructure: Outside of the existing park facilities which would be included in this scope to do a site inventory, we hope the final recommendations would identify new Park uses and programming which we suspect will result in recommended new park and recreation infrastructure elements. So this is to be determined through this project.



Utility Infrastructure: If utility infrastructure was the intent of the question, we expect to provide what FIMS and GIS data we have available to us.

Q13. Will the shuffle board courts and band shell at Acacia Park want to be kept or removed?

A13. The stakeholder process will identify appropriate and inappropriate uses for these historic parks. What recommended modifications come from this process is yet to be seen. However, the City does not see historic and cultural elements such as the band shell being modified or removed especially if listed with any historic significance.

Q14. Will any part of the Pioneer Museum be included within the scope of the project for Alamo Square Park?

A14. This project would include the grounds, not the museum building. The museum use, would be a consideration in how the grounds are used.

Q15. Will there be any indoor facilities at any of these parks? (i.e. restrooms, information center, restaurant, museums, etc.)

A15. This Master Plan process is to identify all options, and bring together a final recommendation of what should be moved forward in the final Master Plan deliverable.

Q16. Will a landscape architect likely be the prime consultant?

A16. We will review all applications from all types of consultants and consultant teams. We seek a strong consultant / team who can provide a strong proposal for community engagement, stakeholder outreach, and synthesize this into a comprehensive final Master Plan. We mention in the RFP - urban park planning experience. Successful project experience examples are recommended.

Offeror shall acknowledge receipt of this addendum by signing below, and this addendum must be returned as part of the proposal.

Signature

Date

Firm