



Town of Medley
Office of Capital Projects & Development Services

Date:	May 14, 2014
Subject:	RFQ FOR CONTINUING PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES
Solicitation Number:	RFQ 2014-02
OCPS Number:	G14-002
Opening Date / Time:	May 23, 2014 at 2:00 PM
ADDENDUM Number:	1

To all interested proposers:

The Town of Medley defines a solicitation “Addendum” as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g. Invitation for Bids, Request for Proposals or Request for Qualifications), including but not limited to questions and answers, which are considered a material part of the solicitation.

Please note the following update:

Addendum 1 does the following:

1. Revises the Solicitations documents (additions shown underlined, ~~deletions~~~~through~~) as follows:
 - a) In the Solicitation Summary, page 2, deletes the fax number
 - b) The Table of Contents is revised to include the Addenda Acknowledgement Form
 - c) Item IV- E, page 9, deletes the fax number
 - d) Item V, page 10, second paragraph revised to read “The following information and documents, as well as the manner and order in which the same are presented, ...”
 - e) Item V, page 10, Tab 1, Table of Contents requirements revised
 - f) Item V, page 12, Tab 9: Attached Forms revised to include Receipt of Addenda Acknowledgement Form
 - g) Item VII. Insurance, page 14, under the Requirements Section Item C. the Commercial General Liability coverage has been reduced from 2 million to 1 million dollars and the Professional Liability Insurance coverage (Item D) is also reduced from 2 million to 1 million dollars.
 - h) Item IX, page 15, the evaluation criteria for Qualifications of the Firm has been reduced from 25% to 15% and for Qualifications of the Project Team increased from 30% to 40%
 - i) In the Attachment Forms Section (Tab 9) a new Addenda Acknowledgement Form is included

2. Provides for a summary of Questions received and Answers provided to date (Please note that the last day for questions was May 2, 2014)

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the Solicitation RFQ 2014-02 remain as originally written.

Thank you,



Jorge E. Corzo, PE CFM

Town Engineer / PIO

Town of Medley

Office of Capital Projects and Development Services

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