



CITY OF ALBANY  
Public Works Department

ADDENDUM #1

**MS-22-01, Albany Transit Operations Facility**

In order to clarify the intent of the Request for Proposals, the following provisions are provided and shall be considered part of the contract documents.

- At their request, consultants may be added to an optional list of potential proposers. This list will be publicly shared on the City's website and given at the request of other proposers. If you would like to be added to the list of proposers please call 541-917-5718 and supply your contact information.
- A list of COBID CERTIFIED FIRMS was also included for reference. Additional COBID certified firms can be found at <https://www.oregon.gov/biz/programs/cobid/pages/default.aspx>
- Section 2.21 shall be changed to read as follows  
In all solicitations either by competitive bidding, proposals, or negotiation made by the successful proposer for work to be performed under a subconsultant/subcontractor, including procurements of materials or leases of equipment, each potential supplier will be notified by the successful proposer of the proposer's obligations under this contract, Title VI of the Civil Rights Act of 1964, and other federal nondiscrimination laws. A list of potential state certified DBE contractors is available at <https://www.oregon.gov/biz/programs/cobid/pages/default.aspx> and from the City's website at <https://cityofalbany.net/bids>.
- The following will be added to Section 3.3 Scope of Work:  
All engineering and architectural services required to bring the project to and through construction shall be the responsibility of the Consultant. This includes, but is not limited to, geotechnical engineering, environmental engineering, electrical engineering, architectural services, mechanical engineering, surveying services, etc.
- The following will replace Section 4.7 (2c) Experience and Qualifications and Project Team:  
Provide at least three (3) examples of proposer's recent experience in the development and implementation of related/relevant private or public projects completed within the past 10 years. Examples should be for projects of similar size and scope to that proposed for this work effort. Where applicable, identify if key staff members of the Project Team participated in the project and note their assigned roll. When citing specific examples, always clarify the following:
  - a. The name, location, client entity, size, scope of project, and year of completion of the project.
  - b. Project references, including the client names, position or role, and current contact information for client representatives or other persons who are familiar with the firm's work and performance on the project.
  - c. Project cost data, quality of work, ability to meet schedules, cost control, and contract administration.

Clarification

Section 4.7 2(b) – The City needs resumes for the key responsible parties for each consultant and subconsultant necessary for the delivery of the project.

Section 4.7 2(c) – The three example projects do not have to be unique to the individuals identified as key members of the team. It is expected that key members of the team will have worked on the same projects. If it makes the proposal more concise, the consultant can provide details on example projects that list key members involvements instead of listing projects under individual resumes.

In order to ensure that all bidders are aware of these provisions, each bidder must sign this addendum below and attach it to the proposal.

**IMPORTANT: Failure to include a signed Addendum could result in the disqualification of your bid.**

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name *(please type or print)*