



FINANCE

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | PHONE 541-917-7500

ADDENDUM NO. 1

Date: September 5, 2018

To: Interested Proposers

From: Diane M. Murzynski, CPPO, CPPB, Purchasing Coordinator

Re: Public Art Installation Downtown Area Request for Proposals (RFP)

This Addendum modifies the RFP documents only to the extent indicated herein. All other areas not changed or otherwise modified by this Addendum shall remain in full force and effect. This Addendum is hereby made an integral part of the original Project Documents. The Proposer shall sign below acknowledging they read and understand that this Addendum includes and incorporates the following changes or attachments.

The Purpose of this addendum is to modify the following. All modifications are reflected in bold and italics.

1. RFP Section 1.5 - RFP Schedule has been modified with revised dates. All dates within the RFP should also reflect this modified estimated schedule.

RFP Advertised	July 16, 2018
Date to Submit Changes or Solicitation Protests	July 25, 2018, 2:00 p.m.
Optional Pre-Proposal Meeting	August 15, 2018, 1:00 p.m.
<i>Last Date for Addenda</i>	<i>October 8, 2018, 12:00 p.m.</i>
<i>Proposal Due Date</i>	<i>October 12, 2018, 2:00 p.m.</i>
<i>Evaluate Proposals</i>	<i>October 15-19, 2018</i>
<i>Presentations</i>	<i>October 22-26, 2018</i>
<i>Arts Commission</i>	<i>November 13, 2018</i>
<i>Notice of Intent to Award</i>	<i>November 14, 2018</i>
<i>Protest Period ends (seven calendar days)</i>	<i>November 21, 2018, 2:00 p.m.</i>
<i>Contract Award & Execution</i>	<i>December 5, 2018</i>

In addition to the above RFP Schedule, the dates in the Standard Terms and Conditions will be modified as follows:

ARTICLE I: SCOPE

For consideration set forth in Article V of this Agreement, the firm of _____, hereinafter referred to as CONTRACTOR, agrees to provide professional services for **Public Art Installation in the Albany Downtown Area** for the City of Albany, Oregon, a municipal corporation, hereinafter referred to as CITY. The term of this Project shall begin in **December** 2018 with an **estimated** ultimate completion date of **August 31, 2019**.

2. The City Standard Terms and Conditions has been modified to reflect the following in Article II - E. Documents Produced.

CONSULTANT agrees that all work products produced by CONSULTANT in the fulfillment of its obligations under this Agreement, and all information and reports, documents and material, gathered or compiled in meeting those obligations, shall be considered property of the CITY, **with an unlimited, royalty free license for CITY use**, and shall be provided to the CITY upon completion of this Agreement or termination of the Agreement pursuant to Article XII.

3. RFP Section 3.4 – Term of Project will reflect the following changes.

The term of this contract shall begin approximately **December** 2018 with an **estimated** project completion date, including art installation, of **August 31, 2019**.

4. Insurance Requirements Clarification: Insurance is required at the time a contract is awarded to a successful proposer. At that time insurance should be in the amounts required in the Contract – Standard Terms and Conditions, Section VII. No proof of insurance or certificate of insurance is required with the proposal submittal.

Proposer's Signature

Date

Company Name (*Please print*)