



FINANCE

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

ADDENDUM NO. 2

Date: September 27, 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 should 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 and answer questions submitted by potential Proposers. All answers and modifications are reflected in bold and italics.

1. RFP Section 1.5 – The RFP Schedule has been modified with revised dates. All dates within the RFP should reflect this modified 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.
Last Date for Addenda	October 8, 2018, 12:00 p.m.
Proposal Due Date	October 12, 2018, 2:00 p.m.
<i>Evaluate Proposals</i>	<i>October 24, 2018, 5:00 – 7:00 p.m.</i>
<i>Presentations</i>	<i>October 30, 2018, 4:00 – 6:00 p.m.</i>
Arts Commission	November 13, 2018
Notice of Intent to Award	November 14, 2018
Protest Period ends (seven calendar days)	November 21, 2018, 2:00 p.m.
Contract Award & Execution	December 5, 2018

2. “Will the selected artist be responsible for the cost of any city permits, footings, or utilities (in case of included lighting)?”

Answer: The information to the above question can be found in Sections 3.6 and 3.7 of the RFP, page 12 of 20.

3. “Is included lighting encouraged/discouraged for this project, especially since that increases maintenance and operational cost?”

Answer: As for the City’s position on lighting of the art installation, we are open to all concepts at this stage. We are leaving it to the Proposer to submit their complete concept, whether lighting is required. Make sure to include it in your submittal if integral to your concept.

4. “What storage format is requested for the image submission - CD, USB device, printed?”

Answer: The art concept image specifically may be presented in any format you choose.

5. **Addenda Submittal Clarification:** All references in the RFP related to addenda “shall” be submitted with the RFP Response have been changed to “should” be submitted with the RFP Response. Proposals submitted without signed addenda will NOT be considered nonresponsive.

Proposer’s Signature

Date

Company Name *(Please print)*