

RFP Addendum # 2

Request for Proposals for ON CALL CONSTRUCTION ESTIMATING (Solicitation # 6194)

Date of Addendum # 2: May 20, 2026

The Request for Proposals (RFP) for the above-named project is amended as noted in this Addendum. This Addendum consists of 2 pages.

Item 1. The following is a list of questions received and SHA's responses to those questions.

Question 1: Do the front and back cover pages count toward the maximum page limit?
Answer: No

Question 2: For formatting purposes, do you have a preference for the proposal to be in landscape or portrait orientation?
Answer: We prefer portrait.

Question 3: In Section C.2, 'Attachments to be Included with Your Submittal/Proposal,' the Price/Rates form was not included in the RFP. Could you please confirm whether this form will be provided separately and clarify whether the requested pricing consists solely of hourly rates rather than a full fee proposal?"
Answer: Firms typically have their own rate sheet or menu of fees that includes staff descriptions and rate for each position who could be billed as part of the work. Please submit that.

Question 4: Please confirm that the submission outline should be cover letter (items C.1.a-c), followed by proposal response including Responses to Evaluation Criteria, references, and forms. Replace **C. Contents Required in Your Submittal/Proposal** with the following.

Answer:

C. Contents Required in Your Submittal/Proposal:

1. Your Submittal/Proposal must include:

- A cover letter that includes:
 - a) An expression of your interest in performing the work.
 - b) The name, telephone number and e-mail address of who your contact person is for this Solicitation.
 - c) Signed by a principal or officer of the firm authorized to execute contracts or other similar documents on the firm's behalf.
 - d) Your response to each of the Evaluation Criteria noted in the table below.
 - e) A list of three references that includes:

1. Agency or business name of client
2. Contact person at that agency or business
3. Address of agency or business
4. Telephone number and/or e-mail address for the Contact person

Your submittal/proposal shall not exceed a maximum of 8 single sided in 12-point font. Your cover letter, proposal front and back cover and any forms required to be included with your submittal/proposal do not count toward the maximum number of pages.

END OF RFP ADDENDUM #2