

ADDENDUM NO 1
Issued March 10, 2017

FROM: Seattle Housing Authority
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P.O. Box 19028
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TO: All Proposers for Solicitation # 4932 On-Call Construction Special Inspections

This Addendum No. 1, containing the following revisions, additions, deletions and/or clarifications, is hereby made a part of the Contract Documents for the above-named project. Proposers shall take this Addendum into consideration when preparing and submitting their response to this solicitation. Receipt of this Addendum shall be acknowledged in the Cover Letter for the Proposal.

CHANGES TO SOLICITATION

Replace paragraph starting with word "Proposals" in B.SUBMITTAL REQUIREMENTS with the following:

Proposals should be limited to a maximum of 14 pages single sided, or 7 pages double sided in no smaller than 11 point font on 8½" by 11" sheets.

The forms, certifications and declarations listed in #1 below are not counted toward the maximum number of pages. **In addition, the cover letter and the responses to Criteria #4 "Proposed Inspection Services for Red Cedar" and to Criteria #5 "Costs for Red Cedar" are not counted toward the maximum number of pages:**

Your cover letter should express your interest in performing the work. A principal or officer of the firm authorized to execute contracts or other similar documents on the firm's behalf must sign the letter.

QUESTIONS AND ANSWERS

Question 1: Too far away?

Answer 1: "For non A&E Services: *The geographic location of consultants submitting proposals may not be used as an evaluation criterion.*" *SHA Procurement Policies, page 43*

Question 2: If the only pages that are excluded from the page count are the required forms, would it be possible to increase the page count? Six pages does not seem sufficient to provide all of the information required in the RFP.

Answer 2: *See change in Submittal Requirements above.*

Question 3: I am wondering if we provide our own spreadsheet for the inspection services and cost for the Red Cedar Project instead of using the one provided if that counts toward the 6 page count limit? Also, is the cover letter included in this limit as well?

Answer 3: See cover sheet for Exhibit 1 that includes the following

- Relating to Criterion 4: Proposed Inspection Services for Red Cedar
Use Exhibit 1 (excel spreadsheet) or provide own form that includes all the information requested in Exhibit 1)
- Relating to Criterion 5: Costs for Red Cedar
Using the list of Inspection services in Criterion 4 (Exhibit 1 or own format)

Question 4: Is the cover letter included in the 6 page limit? Please let me know.

Answer 4: *In regards to cover letter, see change in Submittal Requirements above.*

End of Addendum No 1