

## ADDENDUM NO. 2

### Owner's Engineers Services for Engineering, Consulting, and Testing

DATE: November 17, 2020

FROM: Glendale Water and Power  
141 N. Glendale Ave. Suite 420  
Glendale, CA 91206

TO: All Interested Proposers

PROJECT: **Owner's Engineers Services for Engineering, Consulting, and Testing**

SUBJECT: **Addendum No. 2**

NOTICE: This Addendum modifies Section VI.C.6. Technical Approach and Methodology and provides answers to questions submitted by potential Proposers. Make the following modifications and additions and keep this Addendum with the RFP Documents.

*Acknowledge receipt of this Addendum in the space indicated on the Proposal Form or by signing it on page 2 and returning it with the **Proposal Form**.*

#### A. MODIFICATIONS TO RFP DOCUMENTS:

1. **Section VI.C.6. Technical Approach and Methodology**  
Revise Technical Approach and Methodology as follows:  
**Proposer(s) shall provide a discussion of ways to maximize benefits or services to GWP as well as discuss the objectives, recommendations, and solutions. Project schedules and timelines by task illustrating key deliverables are to be included in the proposal as applicable. Alternatively, it is the Proposer's responsibility to provide a rate table including approximate timelines based on relative experience. Any explanation of a Proposer's approaches, methodologies, and deliverables for the services included in the proposal will further demonstrate the Proposer's experience and qualifications. Upon entering into a Contract with one or more proposers, the City will issue Task Orders and Owner's Engineers will need to provide a price and schedule for each Task Order.**

#### B. ANSWERS TO QUESTIONS SUBMITTED BY POTENTIAL PROPOSERS:

1. Section IV. GENERAL QUALIFICATIONS INFORMATION: The second bullet item states, "Submit a price/cost schedule for consulting services, including hourly rates". Does Glendale have a list of roles available for us to map our rates to or is the Bidder expected to provide their own rate table? **GWP does not have a list of roles available for bidders to**

## ADDENDUM NO. 2

### Owner's Engineers Services for Engineering, Consulting, and Testing

reference and it is the bidder's responsibility to provide their own rate table.

2. Section VI.C.7. Key Personnel: Proposer(s) shall provide the names, resumes, and a statement of qualifications of key personnel who are expected to be assigned to this project and shall identify their specific responsibilities and qualifications, proposed service. Is the City asking for key personnel information for each of the 21 bullets in Section III Scope of Services? **GWP recognizes that Bidders may or may not include the entire list of services in their proposals. Therefore, Proposers shall provide the names, resumes, and a statement of qualification of key personnel who are expected to be assigned to the projects/services included in the proposal.**
3. Section VI.C.8. References: Proposer(s) shall provide a minimum of three (3) references from different clients for engagements performed in the last three (3) years where similar were provided to the services requested herein. Is the City asking for 3 references each for each of the 21 bullets in Section III Scope of Services? **No. GWP is asking for a minimum of three references for similar services provided. These references shall align with the services included in the proposal. More than three references are welcomed and encouraged to demonstrate the Proposer's experience and qualifications.**
4. Attachment A; Sample Contract: "... (which) (who) employs persons who are duly registered or licensed to practice in the State of California.]" – Does this registration/license apply to the company's license to practice or the individual resources we would present when GWP issues a requisition? **This applies to the company's license. This would also apply to any subcontractors used by the bidding company.**
5. Can Glendale provide a list of qualified vendors for some or all of the services, for partnering purposes? **GWP's list of vendors may include potential Bidder's for this RFP and therefore, it cannot provide that list to other potential Bidder's.**
6. Will the services need to be performed on-site at Glendale or can they be performed out of the Proposer's facility? **Given the varying scope of services included in this RFP, it is possible that some services will need to be performed on-site and some could be performed remotely from the Proposer's facility. In addition, all activity at City of Glendale facilities is required to adhere to COVID-19 precautions up to and including the use of face masks and social distancing.**

**ADDENDUM NO. 2**

**Owner's Engineers Services for Engineering, Consulting, and Testing**

**ALL COSTS FOR THE WORK ASSOCIATED WITH THIS ADDENDUM WILL BE CONSIDERED AS INCLUDED IN THE PROPOSAL ITEMS AND PROPOSAL AMOUNT FOR THE WORK, AND NO ADDITIONAL COMPENSATION WILL BE ALLOWED.**

All other terms, conditions, requirements, and qualifications of the Proposal Documents remain unchanged by this Addendum.

***This Addendum must be acknowledged as received in the space indicated on the Proposal Form or **signed and included with the Proposal Form**.*** By signing below, Proposer acknowledges receipt of this Addendum and accepts its terms.

\_\_\_\_\_  
Proposer's Company Name  
(please print)

\_\_\_\_\_  
Proposer's Name  
(please print)

\_\_\_\_\_  
Proposer's Signature

\_\_\_\_\_  
Date