

ADDENDUM NO. ONE
REQUEST FOR PROPOSALS
ON-CALL ARCHITECTURAL SERVICES
PROJECT NO. 414-24
CITY OF THORNTON, CO

TO: Prospective Proposing Firms and all others concerned

DATE: January 17, 2025

PURPOSE: To provide additional information and clarification to the solicitation documents for the above-referenced Project.

1. The following questions and answers are provided for additional clarification to the Request for Proposal (RFP).

Question 1: Banks are now reluctant to provide confirmation of a firms financial standing. Is there an alternative option?

Answer 1: A short letter from the bank offering the average balance of the account or credit line is acceptable. The bank may also state that the contractor is “in good standing”.

Question 2: Will the City of Thornton accept revision requests to VII. Exhibit 2 – Agreement for Professional Consulting Services?

Answer 2: The Agreement has been drafted and approved by the City Attorney. Redlines to the Agreement are discouraged except in very special circumstances and must be approved by the City Attorney. Any requested revisions must be submitted in this proposal and will be a consideration of the selection process.

Question 3: When submitted electronically, is it requested that the confidential documents be submitted as separate files titled confidential? Is it requested that these documents be locked PDF files?

Answer 3: The confidential documents should be submitted as separate files titled ‘CONFIDENTIAL’. They should not be locked PDF files.

Question 4: Shall we include names of personnel for subconsultants?

Answer 4: No, only personnel employed by your firm shall be named.

Question 5: Shall we include the schedule of charges from subconsultants?

Answer 5: If you find it pertinent to the RFP.

Question 6: What are average contract sizes?

Answer 6: They range from feasibility studies to additions and remodels of existing facilities. We would not award a brand new building through this on-call.

Question 7: How many firms will be selected?

Answer 7: Thornton has discretion to choose as many as desired. For reference, a similar solicitation in 2019 awarded agreements to five (5) firms.

Question 8: Include all subconsultants?

Answer 8: If you find it pertinent to the RFP.

Question 9: Will a list of attendees to this meeting be published?

Answer 9: Yes, it will be published in addendum.

Question 10: Are the rates provided in this RFP fixed for five years?

Answer 10: No, rates can be amended once a year if the change meets the criteria as stipulated in the agreement and are agreed to by Thornton.

2. The Pre-Proposal Conference Attendee List is attached for additional information.
3. All other terms and conditions shall remain unchanged except as provided by this Addendum. Proposing firms must acknowledge receipt of this Addendum in their Proposal.

END OF ADDENDUM NO. ONE

DocuSigned by: <i>Patrick Hinterberger</i>	1/17/2025
Patrick Hinterberger	Date
Contracts Manager	

PRE-PROPOSAL CONFERENCE ATTENDEES

- ABW Consulting
- Anderson Hallas Architects
- Architectural Workshop
- Build It Marketing
- Collab Architecture
- Dig Studio
- Eidos Architects
- Essenza Architecture
- Farnsworth Group
- G Squared Design
- G-2 Design
- George & Associates
- GH2 Architects
- GSG Architecture
- Intergroup Architects
- Ken Caudle
- Kumar
- Lose Design
- MIG
- Neora Architecture
- Norris Design
- OLC Architecture
- PGAL
- Powers Brown Architecture
- RDG
- Shape Architecture
- Studio Architecture
- Studiotrope
- Summit Design
- The Abo Group
- Tomececk Studio Architecture
- VFLA Architecture
- WJE
- Wold Architects

Certificate Of Completion

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 Thornton, CO 80229
 Adam.Reiner@thorntonco.gov
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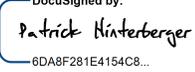
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Signer Events

Patrick Hinterberger
 patrick.hinterberger@thorntonco.gov
 Sr. Contract Administrator
 SHI OBO City of Thornton
 Security Level: Email, Account Authentication
 (None)

Signature

DocuSigned by:

 6DA8F281E4154C8...
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Intermediary Delivery Events

Status

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Contracts Administration
 SSContractsandPurchasing@thorntonco.gov
 Security Level: Email, Account Authentication
 (None)

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 Accepted: 1/15/2025 11:32:57 AM
 ID: da2013b3-4f3f-4b79-8c22-50bf861cd755

Adam Reiner
 adam.reiner@thorntonco.gov
 Contract Administrator
 SHI OBO City of Thornton
 Security Level: Email, Account Authentication
 (None)

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Witness Events

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Notary Events

Signature

Timestamp

Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	1/17/2025 10:15:04 AM
Signing Complete	Security Checked	1/17/2025 11:46:33 AM
Completed	Security Checked	1/17/2025 11:46:34 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: clerk@ThorntonCO.gov

To advise SHI OBO City of Thornton of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at clerk@ThorntonCO.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to clerk@ThorntonCO.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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- ii. send us an email to clerk@ThorntonCO.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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