



Addendum No. 1
RFP On-Call Engineering and Related Services
CITY OF WILSONVILLE

ISSUE DATE: 4/30/2025

TO: RFP PROPOSERS (Quest CDN # 9637578)

FROM: Brie Galareaux, Associate Engineer

RE: REVISIONS TO RFP DOCUMENTS

The following Addenda to the RFP for On-Call Engineering and Related Services shall be considered merged with the original RFP as if they were whole. Proposers shall acknowledge receipt of this Addendum in Section IX of the RFP.

DATE & TIME: 4/29/2025, 2:00PM Pacific Time REVISED DATE

CLARIFICATIONS

ITEM #1: A question was submitted No task orders to date have come from being on the on-call list for the last two cycles - can you give assurance that work may come from this cycle?

As a clarification, with no change to the RFP Documents, the City provides the following response: Generally, when tasks come up, the City will move down the list of selected consultants for each category and pick the next consultant on the list, the idea being that no one firm is favored for any particular task.

ITEM #2: A question was submitted Is a smaller font permissible for fonts within graphics, table or figure captions, and other labels?

As a clarification, with no change to the RFP Documents, the City provides the following response: Yes - size 10 is acceptable for these examples.

ITEM #3 A question was submitted under category specific personnel, does the bullet describing staff involvement for this and other projects include key management and key technical staff, or only key technical staff?

As a clarification, with no change to the RFP Documents, the City provides the following response: the bullet point in this subsection covers both key management and key technical staff.

ITEM #4 A question was submitted can proposers add text to the affidavit indicating changes to the draft MPSA?

As a clarification, with no change to the RFP Documents, the City provides the following response: yes, you can propose these changes, please add emphasis to the language in bold for ease during evaluation.



ITEM #5 A question was submitted Will the City consider excluding resumes from the total page count?

As a clarification, with no change to the RFP Documents, the City provides the following response: Resumes are considered Supplemental Information and do not count toward page count limits.

ITEM #6 A question was submitted Are rate sheets included in the appendix? Please confirm that they are not counted towards page count limits.

As a clarification, with no change to the RFP Documents, the City provides the following response: Rate sheets are considered Supplemental Information and do not count toward page count limits.

ITEM #7 A question was submitted Would the City consider exempting the introductory letter from the total page counts?

As a clarification, with no change to the RFP Documents, the City provides the following response: No - but note the cover page, table of contents, supplemental information, and attachments A and B won't be counted toward the page limits, and your firm gets 2 additional pages per category proposed on.

ITEM #8 A question was submitted Are resumes included in an appendix or part of the page count? Can we submit the proposal by mail?

As a clarification, with no change to the RFP Documents, the City provides the following response: Resumes are considered Supplemental Information and do not count toward page count limits. Proposals can be hand delivered or mailed, but must arrive at the office on time - post marked by the due date does not count as arriving on time.

ITEM #9 A question was submitted Is it acceptable for a geotechnical firm to propose on section 1.3 without partnering with a General Civil firm for pavement management and other geotechnical designs?

As a clarification, with no change to the RFP Documents, the City provides the following response: Yes – see the changes described in Item 10 and Item 11 below.

ITEM #10 A question was submitted Will the City revise the RFP to meet QBS rules for procurement per ORS 279C.110 and OAR 137-48?

As a clarification, with no change to the RFP Documents, the City provides the following response: The City is **not forgoing** a formal RFP process and thus QBS does not apply. See Item #13 below. The City will be following the formal selection process for price agreements consistent with ORS 279C.110(5) and, more particularly, OAR 137-048-0270, OAR 137-048-0130(2)(c) and OAR 137-048-0220(4)(c).

CHANGES, ADDITIONS, AND DELETIONS

ITEM #11: The following Deletion is made to Category 1.1 on page 11 of the RFP documents:

Remove the phrase “pavement management” from the description of services.



ITEM #12: The following Addition is made to Category 1.3 on page 11 of the RFP documents:

Add the phrase “pavement management” to the description of services.

ITEM #13: The following Change is made to the second sentence at the top of Page 1 under “Request for Proposals”:

Change the following citation “The City intends to perform a selection process consistent with OAR 137-048-0130(3) and 200,...” to “The City intends to perform a selection process consistent with OAR 137-048-0130(3) and 220...”

END OF ADDENDUM #1