

## AMENDMENT NUMBER 2 TO THE BID DOCUMENTS

Amendment Date: April 10, 2023

**A. This Amendment shall be considered part of the bid documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Amendment shall govern and take precedence. BIDDERS MUST SIGN THE AMENDMENT AND SUBMIT IT WITH THEIR BIDS.**

**B. Bidders are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Amendment. It will be construed that each bidder's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.**

Except as described below, the original bid document remains unchanged. The bid documents are modified and/or clarified, as follows:

1. **Item #1** The questions below have been submitted and answered are as follows:

**Question: 1.** Please advise if the proposal length of 20 single-sided pages should be inclusive of Cost Proposal section.

**Response 1:** YES

**Question 2:** The proposal format outline on pages 2-4 is different than the outline beginning on page 11. Please clarify which proposal format the Library wants

**Response 2:** Please refer to responses provided in Addenda 1

**Question 3:** Two versions of the proposal have been outlined under Item 9.6 Proposal Document without Cost Proposal and 9.9 Proposal Document with Cost Proposal. The Library has requested printed sealed proposals. Please clarify which version of the proposal would you like delivered?

**Response 3:** 9.9 Proposal Document with Cost Proposal.

**Question 4:** The number of projects and dates for completion requested differs between Item 2.c on page 3 and Item 3.3C on page 12. Please clarify what the Library is requesting

**Response 4:** Item 3.3C on page 12 is what is needed

**Question 5:** Cost Proposal identified in 3.a. on page 3, Item 3.5 on page 14 and Item 9.8 Rates using Pricing Table refer to applicable project fees, inclusive project expenses and project requirements and tasks. Without specific project context, scope, or schedule inclusive fees cannot be generated. Please advise.

**Response 5:** If this does not apply to the services you provide then you can disregard.

**Question 6:** Project Understanding and Approach on page 4 identifies up to four references from calendar years 2022 and 2023, whereas Item 3.3.E identifies five references in the last three years. Please clarify. Please five references in the last three years

**Response 6:** Please provide 5 references.

**Question 7:** Item 5.13 identifies the local benefit as being in possession of The Library business license. Perhaps it was intended as local business license? Please advise.

**Response 7:** Local firms have a preference.

**Question 8:** Please advise if Item 9 Consultant Questionnaire is to be included in the proposal as an appendix. If yes, does the questionnaire count toward the proposal page total limit?

**Response 8:** It will not count.

**Question 9:** How and when will the Library be issuing collected responses to questions?

**Response 9:** April 10, 2023 answer will be posted.

**Question 10:** In the absence of an E-Portal for the requested proposal versions and individual rate sheets, please advise as to if and how the Library would like to receive digital files.

**Response 10:** Email can be used to submit digital files.

If you need further directions regarding this Request for Qualifications, please contact Dave Tichava at dtichava@sonomalibrary.org or phone 707.545.8453x1584

SUBMITTER MUST ACKNOWLEDGE THIS AMENDMENT BY SIGNING BELOW  
AND ATTACHING THE SIGNED AMENDMENT TO THE BID FORM:

Company Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Dave Tichava**  
Sonoma County Library, Facilities Manager