



City of Tacoma

Tacoma Public Utilities/Directors Office

ADDENDUM NO. 2

DATE: 10/26/2022

**REVISIONS TO:
Request for Proposals Specification No. DU22-0210F
Ten Year Management Review**

NOTICE TO ALL PROPOSERS:

This addendum is issued to clarify, revise, add to or delete from, the original specification documents for the above project. This addendum, as integrated with the original specification documents, shall form the specification documents. The noted revisions shall take precedence over previously issued specification documents and shall become part of this contract.

REVISIONS TO THE SUBMITTAL DEADLINE:

The submittal deadline remains the same.

REVISIONS TO THE GENERAL INFORMATION AND REQUIREMENTS:

Replacement page 9 referenced in Addendum 1 was not attached, this is document is now incorporated into this addendum.

NOTE: Acknowledge receipt of this addendum by initialing the corresponding space as indicated on the signature page. Vendors who have already submitted their bid/proposal may contact the Purchasing Division at 253-502-8468 and request return of their bid/proposal for acknowledgment and re-submittal. Or, a letter acknowledging receipt of this addendum may be submitted in an envelope marked Request for Proposals Specification No. DU22-0210F Addendum No. 2. The City reserves the right to reject any and all bids, including, in certain circumstances, for failure to appropriately acknowledge this addendum.

cc: Charleen Jacobs, Directors Office

12. RESPONSIVENESS

Respondents agree their submittal is valid until a contract(s) has been executed.

All submittals will be reviewed by the City to determine compliance with the requirements and instructions specified in this RFP. The Respondent is specifically notified that failure to comply with any part of this RFP may result in rejection of the submittal as non-responsive. The City reserves the right, in its sole discretion, to waive irregularities deemed immaterial.

The final selection, if any, will be that submittal which, after review of submissions and potential interviews, in the sole judgement of the City, best meets the requirements set forth in this RFP.

13. CONTENT TO BE SUBMITTED – This section represents 100% of the possible scoring criteria.

Respondents are to provide complete and detailed responses to all items below. Submittals that are incomplete or conditioned in any way that contain alternatives or items not called for in this RFP, which materially deviate from the requirements of this RFP or which are not in conformity with law, may be rejected as being non-responsive.

Submittals should present information in a straightforward and concise manner, while ensuring complete and detailed descriptions of the Respondent's abilities to meet the requirement of this RFP. Emphasis will be on completeness of content. The written submittals should be prepared in the sequential order as outlined below.

The City reserves the right to request clarification of any aspect of a submittal, or request additional information that might be required to properly evaluate the submittal. Failure to respond to such a request may result in rejection of the firm's submittal. Respondents are required to provide responses to any request clarification within two (2) business days.

Requests for clarification or additional information shall be made at the sole discretion of the City. The City's retention of this right shall no way diminish a Respondent's responsibility to submit a submittal that is current, clear, complete and accurate.

13.1 Qualifications/Experience of Respondent (Firm) and Key Personnel relevant to industries being reviewed (Power/Water/Rail) – 30 points

Describe Respondent's ability to provide the project, services or deliverables described in this RFP, specifically relating to the Scope of Work in Section 9. Examples of projects that do not relate to this scope of work may not be considered in the review process. List key personnel that will handle the project. The personnel listed must be committed to this project for the expected term of the contract. Include a brief bio or resume outlining the experience of the key personnel that will be involved including their specific experience with this scope of work.

13.2 Examples of Projects – 15 points

Describe three projects similar in scope and complexity to this project's scope of work.

13.3 Client References – 10 points

Provide three client references of projects of similar type and size. The references must have worked with the firm within the last three (3) years. The Proposed Project Manager for this project must have been a key team member for at least two (2) of the provided references.