



CITY OF SUFFOLK

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ADDENDUM NO. 2

**City of Suffolk
RFP #15021-JS
September 18, 2014**

**Purchasing Division
441 Market Street, Room 105
Suffolk, VA 23434-5237
Phone: (757) 514-7520 / Fax: (757) 514-7524
<http://www.suffolkva.us/purchasing>**

This addendum must be signed and return in your proposal.

The Request for Proposal (RFP) for Development of Downtown Library Design-Build Bridging Documents issued September 8, 2014, has been amended as follows:

New Proposal Opening date: October 16, 2014 at 3:00 pm

The new proposal opening date supersedes the previous opening date.

The following are to be inserted in Section 4.0 "Scope of Services" Paragraph A. "Phase I – Design and Construction Documentation".

Minimum Requirements for Bridging Documents:

1. Survey of Site
2. Soil Borings/Geotechnical Reports
3. Program Describing Building Use and Functional Requirements
 - a. Various user groups/spaces
 - b. Specific operational requirements
 - c. Specific equipment demands
 - d. Square footage
 - e. Architectural restrictions
4. Schematic Floor Plans Showing Building Dimensions
5. Site Restrictions (access, staging area, traffic control, work hours, etc.)
6. Schedule Constraints
7. Master Planning Documents (if available)
8. Any Additional Data that is Pertinent to the Project.

Contract Officer:


Jay Smigielski, Purchasing Agent.

If you have any questions regarding this Addendum, please contact Jay Smigielski, Purchasing Agent at jsmigielski@suffolkva.us

This addendum must be signed and returned with your proposal. Failure to include will be justification for deeming the proposal non-responsive.

Acknowledged by: _____ **Date:** _____