

DEPARTMENT OF FINANCE

**REQUEST FOR PROPOSALS
(RFP #J00121)**

**FIRE & RESCUE AND POLICE DEPARTMENT
FACILITIES SPACE STUDY & PLANNING**

DUE NOVEMBER 22, 2021

**ADDENDUM #1
RFP SCHEDULING CHANGES
OCTOBER 29, 2021**

TO ALL POTENTIAL OFFERORS:

The following information is being provided for purposes of clarification or in response to questions received from potential offerors. This addendum is being posted on the eVA website and City website at the following links.

- eVA website: <https://mvendor.cgieva.com/Vendor/public/AllOpportunities>
- City website: <https://www.ci.staunton.va.us/departments/finance/procurement>

This RFP scheduling has been updated to reflect the following dates and events. A Non-Mandatory Site Meeting has been added to the schedule. The meeting will consist of site visits to multiple locations in the City to facilitate submissions of proposal. Offerors will meet in the Caucus Room at Staunton City Hall's and follow a City employee to the various locations.

Other dates for the RFP have been changed accordingly. Please note the new schedule below. **Be advised that all dates are a projection and not guaranteed:**

Activity	Date
Release RFP	October 18, 2021
Non-Mandatory Site Meeting	November 10, 2021 at 10:00am in the Caucus Room at Staunton City Hall
Deadline for Submission of Questions	November 11, 2021 by 1:00 p.m.
Answers & Addenda Posted	November 12, 2021 by 5:00 p.m.
Deadline for Submission of Proposals	November 22, 2021 by 2:00 p.m.
Evaluation of Proposals and Selection Process	November 23-December 3, 2021
Services Begin	TBD

Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the proposal due date and time or attached to your

proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

Signed Acknowledgment

Name of Firm

Signature

Printed Name / Title

Date

