

**ADDENDA
TOWN OF HILLSBOROUGH
REQUEST FOR PROPOSAL**

**Facility Access and Control System Replacement Project
HILLSBOROUGH, CALIFORNIA, 94010**

This addendum changes the FOLLOWING:

1. **Proposal Schedule:** The Town is adjusting the Section I. F. “Proposal Schedule” to provide proposers additional time to review the RFP, ask formal questions and prepare and submit proposals. *Please review the revised schedule below carefully, since key dates have changed.*

This Proposed Schedule supersedes all previously posted Proposal Schedules. All Proposal Schedule date and time references within the body of the RFP are revised accordingly.

Proposal Schedule

The tentative schedule is as follows:

ACTION	DATES
Release of Request for Proposal	July 1, 2020
Optional Pre-proposal Meeting and Site Meeting: 1320 La Honda Road, Hillsborough, CA 94010 (RSVP to ecooney@hillsborough.net)	July 17, 2020, @ 9:30 a.m.
Optional Pre-proposal Zoom Meeting (RSVP to ecooney@hillsborough.net)	July 17, 2020, @ 1:30 p.m.
Facilities Site Visit #1 (Space is limited, by appointment only. Email ecooney@hillsborough.net)	July 30, 2020, 8 a.m.
Facilities Site Visit #2 (Space is limited, by appointment only. Email ecooney@hillsborough.net)	August 4, 2020, 8 a.m.
Facilities Site Visit #3 (Space is limited, by appointment only. Email ecooney@hillsborough.net)	August 13, 2020, 8 a.m.
Last Day to Submit Questions for Clarification received by the Town	August 21, 2020 by 1 p.m.
Clarifications Issued by Town	August 24, 2020 by 5 p.m.
Deadline for Receipt of Proposals submitted <u>on or before 5 pm</u>	August 31, 2020 by 5 p.m.
Optional Remote Interview of Finalists (Hold the Date)	September 15, 2020
Authorization to Negotiate Contract	October 12, 2020

The above scheduled dates are tentative and Town retains the sole discretion to adjust the above schedule. Nothing set forth herein shall be deemed to bind Town to award a contract for the above-described professional Services and Town retains the sole discretion to cancel or modify any part of or all of this RFP at any time.

2. **Virtual Site Tour of Public Works Main Building:** The Town has provided a virtual tour of the Public Works Main Administration Building Interior Locks and Doors on its RFP website <https://www.hillsborough.net/207/Request-for-Proposals>. This supplements the Facility Sites Visits listed in the Proposal Schedule at which interested parties were able to visit and inspect all Public Works facilities listed in the RFP except the interior of the Public Works Main Administration Building.

A map and list of the facilities visited on the Facility Site Visits can be provided to potential proposers upon request by emailing ecooney@hillsborough.net. (The Town cannot post them on the website due to security concerns.)

3. The Town has posted a list of attendees to the Facility Sites Visits on its RFP website.

Addendum No. 4, issued on August 17, 2020

ADDENDUM ACKNOWLEDGEMENT

Proposer acknowledges receipt of this addendum, which shall be attached to the proposal.

PROPOSER'S REPRESENTATIVE

DATE

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