


September 22, 2023

**Project Development Unit**  
 555 County Center, 2<sup>nd</sup> Floor (CMO103)  
 Redwood City, CA 94063  
 650-295-3679 T  
[www.smcpcdu.org](http://www.smcpcdu.org)

**Addendum #02 to**  
**On-Call Project and Construction Management Services**

	<b>ADDENDUM #02</b>
	Project Development Unit, 555 County Center 2 <sup>nd</sup> Floor Redwood City, CA 94063
	RFP/IFB:  On-Call Project and Construction Management Services
	Date: <b>September 8, 2023</b>

**To All Proposers:**

**INTENT:**

This Addendum is issued by the County of San Mateo to provide for modification and clarification of the RFP On-Call Project and Construction Management Services released September 8, 2023. Proposers shall ascertain prior to submitting Proposal that it has received all addenda issued. Please clearly note the addendum date and number on the proposal form.

In the event of a conflict between the terms and provisions of this Addendum No. 2 and the terms and provisions of the RFP On-Call Project and Construction Management Services, the terms and provisions of this Addendum No. 2 shall control. In all other respects, the RFP shall remain unchanged and in full force and effect.

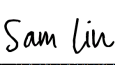
**A. Description of Changes:**

Please carefully review the responses attached and incorporated the information as directed into your RFP submittals that are due to the San Mateo County Project Development Unit on 10/02/2023 no later than 2:00pm.

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**B. COMPENSATION and LENGTH OF AGREEMENT**

Firm(s) selected will be offered a NOT-TO-EXCEED contract up to a maximum amount of \$3,500,000 (Three and half Million Dollars).

DocuSigned by:  
  
 EETB7F4B372C432...  
 Proposer Signature

Sep-22-2023 | 12:50 PDT  
 Date



9/22/2023

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Q	Question	Response
01	Is there interest in scope of work around sustainability, cost controls, move management or decommissioning?	<p>Sustainability: Yes, all our projects strive for sustainable design, including but not limited to LEED certification, Zero Net Energy, Solar PVs, etc.</p> <p>Cost Controls: Yes, CM firms are expected to manage the project within the budget</p> <p>Move management: Typically, the move management will be managed through a separate firm. Move management services are not required.</p> <p>Decommissioning: PDU strives to salvage and/or reuse the existing equipment, furniture, and other elements in our projects to the extent possible. Yes, the CM firms are expected to decommission the existing buildings that are at the end of their life cycle and redeploy as many items as possible to the other county developments. Our goal is to send minimal waste to the landfills.</p>
02	Per page 13 of the RFP, the County is requesting "one electronic copy". Would the County prefer the electronic copy be received via email or via flashdrive within the physical package?	Please submit the electronic copy via email. Please send email to: 1. slin@smcgov.org 2. ahundal@smcgov.org
03	On the Public Purchase website and with the RFP, Sam Lin, Paul Hundal, and Angie Hyde are listed as proposal contacts. Can the County please clarify who the package should be addressed to?	Please address it to Paul Hundal, ahundal@smcgov.org
04	In order to tailor our qualifications, would the County be willing to share the type(s) of projects which may be included as part of this on-call agreement? (i.e., parks, county administrative facilities...etc.).	Please visit PDU's website for the information on type of projects (upcoming and currently under construction): <a href="https://www.smcgov.org/ceo/project-development-unit">https://www.smcgov.org/ceo/project-development-unit</a>
05	Please provide additional information for Scope of Work item "Scoping studies and site assessments" to understand the PM/CM's responsibilities in this potential task.	Please visit PDU's website for the information on type of projects (upcoming and currently under construction): <a href="https://www.smcgov.org/ceo/project-development-unit">https://www.smcgov.org/ceo/project-development-unit</a> The PM/CM will be manage the portfolio of the projects listed on the website. The PM/CM firms will oversee all aspects of the projects, including but not limited to, programming, site assessments, CEQA, budgeting, design oversight, construction administrations, etc.
06	<p>Would the PDU consider electronic-only submissions by email to the County Contact Person (no hardcopies)?</p> <p>If hardcopies are still required, should the electronic copy be delivered in the envelope with the hardcopies, or should the electronic copy be emailed to the County Contact Person? And is wet-signed Cover Letter required?</p>	Yes, submission by email is acceptable. No hard copy required.
07	Please clarify if the County would like Enclosure 2 Attachment I: Assurance of compliance with Section 504 of the Rehabilitation Act of 1973 required in our response.	Enclosure 2 Attachment I: Assurance of compliance with Section 504 of the Rehabilitation Act of 1973 is not required with the proposal submission.