

CITY OF RANCHO MIRAGE

**69825 HIGHWAY 111
RANCHO MIRAGE, CA 92270
(760) 770-3224**

**ADDENDUM NO. 1
TO REQUEST FOR PRE-QUALIFICATION OF BIDDERS
COMMENCING WITH FORTHCOMING PUBLIC WORKS BID
FOR CITY OF RANCHO MIRAGE
PUBLIC LIBRARY OBSERVATORY**

**ISSUED:
JANUARY 27, 2016**

PURPOSE:

This Addendum (“Addendum”) is being issued subsequent to and as part of the Request for Pre-Qualification of Bidders Commencing with Forthcoming Public Works Bid for City of Rancho Mirage Public Library Observatory, that was issued December 30, 2015 (“RFPQ”), to establish a deadline by which questions regarding the RFPQ may be asked, remove the social security number requirement, and to provide some additional clarity regarding the RFPQ.

GENERAL INSTRUCTIONS:

This Addendum constitutes an integral part of the RFPQ and shall be read in conjunction with the RFPQ. Where inconsistent with the RFPQ, this Addendum shall govern. It is the responsibility of all respondents to the RFPQ to conform to this Addendum. Unless specifically changed herein, all other requirements, terms and conditions of the RFPQ remain unchanged. All respondents shall acknowledge receipt of this Addendum by signing the form that is attached hereto as Exhibit “A.” All terms capitalized herein shall have the same meaning ascribed to them in the RFPQ.

AMENDMENTS/SUPPLEMENTS TO RFPQ:

The only documents that need to be submitted to the City of Rancho Mirage (“City”) are the Questionnaire and all documents required to be submitted pursuant to the Questionnaire, as indicated in the RFPQ. All such documents are to be submitted by no later than **5:00 pm on February 5, 2016**. No documents may be submitted electronically or via facsimile. No social security number is required to be submitted to the City.

All comments and questions from proposers must be submitted in writing and received by no later than **5:00 p.m. on Friday, January 29, 2016** (“Addendum Due Date”), and must be submitted via the following approved written methods addressed to Randy Viegas, Project Manager:

1. At randyv@RanchoMirageCA.gov, or
2. Via fax to (760) 770-3261, or
3. Via mail, as long as the correspondence is received and date stamped by the City on or prior to the Addendum Due Date.

Submittal of written comments or questions shall not be considered by the City unless submitted in an approved method on or before the Addendum Due Date. Written comments or questions received via approved method and within the time prescribed herein will be addressed by the City’s issuance of an addendum. Notwithstanding anything else herein, if it becomes necessary for the City to revise any part of this RFPQ, or to provide clarification or additional information after this RFPQ has been issued, a written addendum will be sent to each recipient of record. Recipients of record shall consist of proposers on the original “bidders” mailing list, or proposers that have

requested RFPQs and have provided pertinent contact information in writing to the City. Addenda will also be posted and published on the City's website, <http://www.ranchomirageca.gov>, as well as everywhere else the RFPQ was originally posted and published. Though the City shall mail out any addenda to RFPQ recipients of record, and in addition will post any addenda information on the City website and publish and post in accordance with the above, as soon as it becomes available, it shall be the responsibility of the proposers to maintain current, up to date contact information with the City if any addenda are to be mailed. All addenda shall become part of the RFPQ.

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EXHIBIT "A"

**ADDENDUM NO. 1
RECEIPT ACKNOWLEDGEMENT FORM**

By signing this form, I hereby acknowledge receipt of the Addendum ("Addendum") to the Request for Pre-Qualification of Bidders Commencing with Forthcoming Public Works Bid for City of Rancho Mirage Public Library Observatory, that was issued December 30, 2015 ("RFPQ"). I agree to include this signed instrument as part of any proposal package submitted in response to the RFPQ and Addendum.

By:

Title:

Date: _____, 2016