



**JANUARY 21, 2025**

**ADDENDUM NO. 2**

**RECREATION CENTER FEASIBILITY STUDY**

**RFQ 2024-081**

Proposers are directed to revise and incorporate into their responses the following clarifications/revisions posed during the allowed proposal timeframe:

**CLARIFICATIONS/REVISIONS**

- Please reference *revised V. Submittal Requirements*, identified on page 11 of solicitation. (Page 11r attached).

If you should have any other questions, do not hesitate to contact the Purchasing Office via email at [purchasing@cityofmesquite.com](mailto:purchasing@cityofmesquite.com).

A handwritten signature in blue ink, appearing to read "R Williams", is written over a horizontal line.

Ryan Williams  
Manager of Purchasing

**ACCEPTANCE:**

We, the undersigned, do hereby acknowledge receipt of this Addendum No. 2 to Solicitation RFQ 2024-081; Recreation Center Feasibility Study and agree to the instructions herein written.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

(c) contingency plan and ability of the Firm to sustain a loss of a key team member without compromising project quality, schedule or budget considerations.

**H. Proposed Approach For The Master Planning Or Study (20 points)**

The City is interested in the team's organizational structure and work plan for performing the Scope of Work. Firm shall provide information on the following:

- (a) organization and structure of the project team including percentage of work proposed to be done by sub-consultants.
- (b) work plan indicating detailed approach for accomplishing project.
- (c) approach to project management.
- (d) proposed project schedule identifying the duration of each phase of the work.

**V. Submittal Requirements**

SOQs shall be submitted online as a single PDF document via the BidNet Direct at <https://www.bidnetdirect.com>. SOQs must provide a straightforward, concise description of the firm's ability to meet the requirements of this RFQ. SOQ's are strictly limited to a maximum of ten (10) pages plus one example of a completed feasibility study of similar scope. Pages shall be single-sided with a maximum size of 8-1/2 x 11 and a minimum 12-point font. The City reserves the right to deem submittals that exceed the ten (10) page limit as non-responsive, and the firm will not be considered for the project. The following items will not count towards the ten (10) page limit:

- Front cover page
- Table of contents
- \*Tabs/dividers
- \*Certification page (acknowledge addenda on this page)
- Example of completed feasibility study

\*In order to be considered a qualified tab or divider sheet, the page may have a description (i.e., Project Team, Experience, etc.) or a numeral on the divider tab only. Divider pages which have photos, graphics, text, etc. will be counted as pages. The total number of addenda issued for this RFQ (if applicable) shall be acknowledged on the Certification page and not included in SOQs.