

Investing in Portland's Future

PDC

PORTLAND DEVELOPMENT COMMISSION

**ADDENDUM NUMBER 1
TO
REQUEST FOR PROPOSALS # 09-07**

Request for Proposals (RFP) Title: Burnside Bridgehead Framework Plan
Date this Addendum Issued: August 19, 2009
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PURPOSE OF THIS ADDENDUM

The Portland Development Commission (PDC) is issuing this Addendum to the Request for Proposals listed above (the RFP) to provide a list of the attendees at the pre-proposal meeting for this RFP, held on August 13, 2009 (see EXHIBIT A of this Addendum), and to clarify certain matters contained in the RFP.

GENERAL INSTRUCTIONS

This Addendum constitutes an integral part of the RFP and shall be read in conjunction with the RFP. Where inconsistent with the original RFP, or any previous Addendum to the RFP, this Addendum shall govern. Unless specifically changed herein, all other requirements and provisions of the RFP remain unchanged and can only be modified if in writing by PDC. It is the responsibility of all Proposers to conform to this Addendum.

Instead of clarifying the RFP in a traditional question and answer format, PDC will rather describe expectations for certain aspects of the project.

About the Contract Budget and Depth of Work Products

PDC received a few questions about the budget indicated in Section IV (E) (5) of the RFP (\$85,000 - \$110,000). As indicated in the RFP and pre-proposal meeting, the Framework Plan and associated collateral are intended to be a conceptual, high-level guidebook for future redevelopment of the Study Area. Components of the Framework Plan, such as the Construction Cost Reduction Study and the Sustainability Plan, are also intended to be at this conceptual level—not an exhaustive, detailed analysis.

Based on past framework plans PDC has contracted for (such as the [Centennial Mills Framework Plan](#) and [North of Kelly District Plan](#)) we believe the budget is sufficient to cover all requirements in the Scope of Work while maintaining a high level of quality for all required work products. However, if a proposer, in their professional judgment, does not believe the stated budget is sufficient to account for the full Scope of Work: 1) propose which tasks and deliverables can be provided for the stated contract budget; and 2) propose an alternate contract budget to complete the full scope of work adequately.

Note too that the selected consultant team will not be required to facilitate and run the Burnside Bridgehead Citizen Advisory Committee (CAC) meetings or Technical Advisory Committee (TAC) meetings. (See the last paragraph in Task 8, Section IV.A of the RFP.) However, the consultant team is expected to present materials and participate in meetings with the committees.

About the Performance Schedule and Due Dates for Deliverables

The due dates for each of the deliverables listed in the Performance Schedule in Section IV.C of the RFP (page 12) are tied to the anticipated meeting dates of the CAC, which are held on the third Tuesday of every month. PDC expects the deliverables due on those dates to be in draft form to elicit feedback from the CAC. Due dates for final forms of the deliverables will be coordinated with the PDC Project Manager once the selected consultant team is under contract.

About the Convention Plaza Re-Use Analysis

The “Convention Plaza Re-Use Analysis” (by SERA Architects, et. al) is in draft form and is not available for public release at this time. However, preliminary findings of the analysis, including summaries of evaluation for building re-use and redevelopment, can be found on the PDC website at this location:

http://www.pdc.us/login/download_nologin.asp?i=954

Document title: "**Burnside Bridgehead: Convention Plaza Re-Use Analysis - Preliminary Findings**"

In addition, a copy of the draft analysis will be made available for review at PDC offices (222 NW 5th Avenue, Portland, Oregon) by appointment only. Interested parties may review a draft of this document but may not make copies at this time. Appointments can be made by contacting the Solicitation Coordinator for this RFP, Daniel Spero (contact info on the first page of this Addendum).

About the Consultant Team Lead

While PDC expects the consultant team to be lead by an urban design firm, PDC is open to other consultant team models that can effectively demonstrate a means of coordinating and completing the Scope of Work listed in the RFP (e.g. a market analysis firm, a transportation planning firm, etc.).

EXHIBIT A: ATTENDEES AT THE PRE-PROPOSAL MEETING

The following attendees were at the pre-proposal meeting for the RFP, held on August 13, 2009 at PDC offices.

NAME	FIRM	PHONE	EMAIL
John Drentlaw	JLD	503-777-2519	jdrentlaw@jldllc.com
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Note: This Addendum does not change the date or time proposals are due.

END OF THIS ADDENDUM