



<input checked="" type="checkbox"/>	<b>AMENDMENT OF SOLICITATION</b>
<input type="checkbox"/>	<b>MODIFICATION OF CONTRACT</b>

City of New Braunfels  
Purchasing  
551 Landa Street  
New Braunfels, Texas 78130

<b>1. Solicitation No.</b>  RFQ 21-015 Capital Improvement Plan Update	<b>2. Contract No.</b>	<b>3a. Addendum No.</b> 1  <b>3b. Modification No.</b>	<b>4. Effective Date of this Action</b>  May 26, 2021
---	------------------------	--	---

<b>5. Name and Address of Offeror or Contractor</b>	<b>6. For Information Call:</b> (No collect calls or Fax offers accepted) Purchasing: <b>Barbara Coleman</b> Phone No.: <b>830-221-4389</b> Fax No.: <b>830-608-2112</b>	<b>7. Amount of Contract/Order is:</b> Increased by: Decreased by: New Total: <input type="checkbox"/> <b>Unchanged</b>
---	--	---

**8. THIS BLOCK APPLIES TO AMENDMENTS OF SOLICITATIONS ONLY:**  
The above numbered solicitation is amended as set forth in Block 10 below.

**The date and time specified for receipt of offers IS NOT extended.**  
 **THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO:**

Offerors must acknowledge receipt of this amendment prior to the date and time specified in the solicitation or as amended, by one of the following methods:

(i) By completing Blocks 5 and 11 and returning this Addendum in the number of copies specified for the solicitation;  
(ii) By acknowledging receipt of this Addendum on each copy of the bid submitted; or,  
(iii) By separate letter, telegram, or fax referencing the solicitation and addendum.

If by virtue of this Addendum offeror desires to change an offer already submitted, such change may be made by letter, telegram, or fax, provided each such notice makes reference to the solicitation AND this Addendum, and is received prior to the date and time specified.

**NOTICE: NON-RECEIPT OF YOUR OFFER AND THIS ADDENDUM AT THE DESIGNATED PLACE WITHIN THE DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.**

**9. THIS BLOCK APPLIES TO MODIFICATIONS TO CONTRACTS, DELIVERY OR PURCHASE ORDERS ONLY.**  
The above numbered Contract, Delivery, or Purchase order is modified as set forth in block 10 below.

This Change Order is issued in accordance with authority granted by instrument referenced in block 2.  
 The instrument in Block 2 is modified to reflect administrative changes.  
 This Supplemental Agreement is entered into pursuant to the Authority of:  
 Other (Specify type of modification and authority): \_\_\_\_\_  
 **CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN ONE ORIGINAL.**  
 Contractor is not required to sign this document but is requested to acknowledge receipt.

**10. DESCRIPTION OF CHANGES -**

This Addendum No. 1 is being issued to support:

A. Questions and Answers submitted through May 25, 2021

Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.

<b>11a. SIGNATURE OF OFFEROR OR CONTRACTOR</b>	<b>CITY OF NEW BRAUNFELS, TEXAS</b>	
	<i>"Barbara Coleman"</i>	May 26, 2021
<b>11b. PRINTED NAME AND TITLE</b>	<b>11c. DATE</b>	
Barbara Coleman		Date
Purchasing Manager		

## RFQ 21-015 Capital Improvements Plan Update Addendum 1

Answers to questions received through the discovery period ending May 25, 2021

1. **Would it be possible to receive a link or attachment to solicitation of the 2008 Capital Improvement Plan? Does the City consider the scope of work for the update focus solely on revising the parameters and process within the actual CIP or include assisting in development, outreach and review of specifically identified projects for inclusion into a package for a future 2023 Bond Package?**

The original CIP document is outdated and will only be used as a basis of items to review for historical information. The selected team should be prepared to review the historical information/existing plans, meet with stakeholders, assist in development, outreach and review of project needs, provide cost estimates, and create schedules to all be compiled in master CIP list of all projects across the organization.

The final deliverable should include, but is not limited to:

- Evaluation of competing demands for resources while considering short and long-term goals and objectives.
- Include justification, timing, high level cost estimates and ranking of all projects.
- Systematic evaluation of all potential projects at the same time.
- Focus on preserving infrastructure while ensuring the efficient use of public funds.
- Promote cooperation among departments as well as outside entities utilizing the same plan.
- Identification of proactive financing strategies.
- Community engagement and economic development tools.

Key Dates:

June/July 2021: CIP Kickoff

March/April 2022: Finalize CIP, including list of prioritized list of project for a future Bond election

2. **Will the awarded firm be precluded from pursuing projects identified through the Capital Improvement Plan update in the future?**

The awarded firm will not be precluded from pursuing projects identified through this project for the Capital Improvement Plan Update.

3. **Are firms required to submit the Form 1295 (Certificate of Interested Parties) with our Statement of Qualifications, or is this something that is submitted upon award/negotiation of contract?**

The Form 1295 is not required to be submitted until award; however, it is preferred that it be submitted with the Statement of Qualifications.

4. **What section does revised contract verbiage (Section 4.5.6, Additional Information) need to be included in?**

Revised contract verbiage can be included in TAB 6: Other Support Attachments