



**ADDENDUM #1
Parks and Open Space
Professional Land Surveying Services
SOQ # 7289-21**

January 6, 2022

The attached addendum supersedes the original Information and Specifications regarding SOQ # 7289-21 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

1. Question: Do you want a technical proposal with a cover letter, company qualifications, resumes of key personnel, lists of equipment, detailed descriptions of similar projects, along with the completed Attachment A form and other items noted in the checklist?

ANSWER: Please provide the information requested in the Submittal Section (p16), the completed Signature Page (p18), and the information requested in Attachment A (p19-20). You are welcome to provide additional information in whatever form you would like.

2. Question: Do you want the Attachment A form as part of our proposal or can the information be answered in the proposal in the provided order?

ANSWER: The information can be answered within the proposal in the provided order. Please call that section of the proposal "Attachment A information."

3. Question: If we use the form, are you happy with a brief explanation given the allowable space?

ANSWER: Attached is a word version of Attachment A, that can be used if more space is needed. Complete answers are requested.

4. Question: If we use the form, do you expect us to enhance the answers in another section of the proposal?

ANSWER: It would be best to fully answer the questions in Attachment A, and provide any additional information separately.

5. Question: As for as the actual submittal, does the checklist encompass all information required for the submittal? Are we strictly limited to the checklist items?

ANSWER: The checklist encompasses all of the information required. You may provide additional information that you believe will be helpful to understand your company's qualifications.

6. Question: We have formally prepared information that goes beyond the "Submittal of Company Information". Would the County like to see that information as an addendum?

ANSWER: Yes, you may submit items in addition to the requirements.

7. Question: Would it be possible to take questions 1 – 14 and create a Microsoft word file that allows more space for responses?

ANSWER: Yes, please see attached.

8. Question: Concerning Item 11 (hypothetical project) "Submittal of Company Information": What ALTA/NSPS Table A items does the County typically request?

ANSWER: The items County typically requests are listed with specificity in the specifications section, and generally include Table A items 1, 4, 7(a) and 8. However, please refer to the specifications rather than Table A for requirement information.

9. Question: Is it to be assumed that the hypothetical property would be vacant (no barns, houses, outbuildings, etc)?

ANSWER: Yes, the hypothetical property discussed in Attachment A, number 11, would be assumed to be vacant and containing no structures.

10. Question: FYI, the "ALTA" surveying requirements were expanded in 2021. Let us know if you need information on that.

ANSWER: Thank you, the County requires the most up-to-date ALTA/NSPS minimum detail requirements, as set forth in the specifications.

11. Question: How will rate escalations be handled for the five-year contract term?

ANSWER: There will be no rate escalations in the contract, because each project is bid at the time it is needed

ATTACHMENTS: 1-Attachment: A

Attached is a word version of Attachment A, that can be used if more space is needed. Complete answers are requested.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on January 11, 2022**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).

Electronic submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **SOQ # 7289-21** in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their proposal is received on time at the stated location(s). Any proposal received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all proposals, to waive any informalities or irregularities therein, and to accept the proposal that, in the

opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

January 6, 2022

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for SOQ #7289-21, Professional Land Surveying Services.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that due to COVID-19, **BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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