

## **ADDENDUM #1**

**Date of Addendum: February 7, 2019**

### **NOTICE TO ALL POTENTIAL RESPONDENTS**

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents, dated January 31, 2019 remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

### **DESCRIPTION OF CHANGE**

Section: ISSUING ENTITY AND PROPOSAL SUBMISSION Part: B

Three (3) paper copies of the proposal and a USB flash drive with a copy of the proposal shall be addressed and delivered in a sealed envelope to PBA, 103 Forrest Crossing Blvd, Suite 204, Franklin, TN 37064, Attn: Jim Cross. Proposals will be received until 3:00 p.m. (Central Time) on **March 20, 2019**. Any proposals received after that time and date will not be opened or considered and will be returned unopened.

Section: TENTATIVE SELECTION SCHEDULE

- January 30, 2019 – Request for proposals will be provided to selected Architects
- **March 20, 2019** – Proposals are due from the Architects
- **April 12, 2019** – Interviews if requested by the PBA
- **April 12, 2019** – Recommendations to the PBA and selection by the PBA

Section: EVALUATION CRITERIA AND SELECTION Part: A, Second Paragraph

PBA anticipates interviewing Architects evaluated as being professionally and technically qualified. The purpose of the interview is to allow the Architect to present its qualifications, experience, education, training, past performance, etc., in regard to the professional services to be provided for the Project. Interviews, should they occur, will also provide an opportunity for PBA to seek clarification from the Architect. Architects selected for an interview will be notified of the date, time, and place of the interview. Interviews are tentatively scheduled to take place **April 12, 2019** at the Williamson County Administrative Complex at a time to be determined. PBA anticipates making a final decision on **April 12, 2019**. All cost associated with the interview shall be the responsibility of the Architect.