



**REQUEST FOR PROPOSALS FOR THE PREPARATION OF A
TRANSPORTATION ORIENTED DEVELOPMENT OVERLAY DISTRICT
CITY OF SAN BERNARDINO, CALIFORNIA**

ADDENDUM NO. 1

MAY 14, 2010

**ECONOMIC DEVELOPMENT AGENCY
CITY OF SAN BERNARDINO
201 NORTH E STREET, SUITE 301
SAN BERNARDINO, CA 92401-1507
909 663-1044 www.sbrda.org**

ADDENDUM NO. 1: MAY 14, 2010

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REQUEST FOR PROPOSALS
THE PREPARATION OF A TRANSPORTATION ORIENTED DEVELOPMENT OVERLAY DISTRICT,
CITY OF SAN BERNARDINO, CALIFORNIA

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This Addendum modifies the Request for Proposal (RFP) document only to the extent indicated herein. All other areas not changed or otherwise modified by this Addendum remain in full force and effect. This Addendum is hereby made an integral part of the original RFP document and all proposals shall incorporate this Addendum into the Proposal as if it were issued in the original RFP. This Addendum consists of three (3) pages and lists the changes, revisions and deletions below. Please pay particular attention to the information and sections listed below:

I. INTRODUCTION

- **Page 2, Section C. Period of Contract & Compensation:** The estimated commencement date of the Contract is hereby **changed** to the following:

The term of the Contract resulting from this RFP shall commence when the Agency executes the Contract, and shall continue until the completion and adoption of the TOD Overlay District Plan. The goal is to adopt a TOD Overlay District Plan and Ordinance in October 2011. The Agency estimates that the term of the Contract will commence on or about **August 2010**.

- **Page 3, Section E. Submittal:** The Proposal submission due date of Friday, May 14, 2010 – 12:00 p.m. is hereby **changed** to the following:

All proposals must be received at the address listed below, no later than 12:00 p.m. on Friday, June 4, 2010 at the:

Economic Development Agency
City of San Bernardino
201 North "E" Street, Suite 301
San Bernardino, CA 92401
Attn: Jeffrey Smith, AICP
Senior Urban Planner

Facsimile or electronically transmitted proposals will **not** be accepted since they do not contain original signatures. Postmarks will not be accepted in lieu of actual receipt. Late or incomplete proposals will not be opened and considered.

II. PROPOSAL TIMELINE

- **Page 4, Proposal Timeline:** The Proposal Timeline has been **revised** to reflect the following:

The following timetable indicates the dates of major significance related to this RFP:

- | | |
|--|---|
| 1. Release of RFP: | Monday, April 19, 2010 |
| 2. Deadline for submission of questions: | 12:00 p.m., May 3, 2010 |
| 3. Pre Proposal Conference: | 1:00 p.m., May 6, 2010 |
| 4. Deadline for Proposals: | 12:00 p.m., Friday, June 4, 2010 |

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- | | |
|---|------------------------------|
| 5. Review of Proposals | June 7-15, 2010 |
| 6. Consultant Interviews: | Week of June 28, 2010 |
| 7. Tentative date-RDA Committee Approval: | July 2010 |
| 8. Tentative date-CDC Approval / Award of Contract: | August 2010 |
| 9. TOD Overlay District Adoption: | October 2011 |

The Agency reserves the right to revise the proposal timeline if such action is in the best interest of the Agency.

IV. SCOPE OF WORK

- **Page 8, Task C.4. Environmental – Environmental Documentation:** The following task and deliverables has been **deleted** from the RFP in its entirety as follows:

**4. Environmental
Environmental Documentation**

Depending on the scope of potential land use changes, it is anticipated that a Mitigated Negative Declaration will be appropriate. The proposal for the Preparation of a TOD Overlay District, Scope of Work shall include the preparation of an environmental Initial Study and associated documentation pursuant to the CEQA and applicable regulations to analyze the impacts of the TOD Overlay District. Consultants shall present a work program in their proposal that accomplishes the requirements of CEQA for the project described in this RFP.

Deliverables: Initial Study
Mitigation Monitoring / Reporting Program

The task above has been deleted from the RFP and will not be replaced.

VI. PROPOSAL SUBMISSION

- **Page 10, Section A.5:** The Proposal submission due date of Friday, May 14, 2010 – 12:00 p.m. is hereby **changed** to the following:
 - 5. **All proposals must be submitted no later than 12:00 p.m. on Friday, June 4, 2010, at the address listed below and labeled accordingly:**

**Request for Proposal:
Preparation of a Transit Oriented Development Overlay District
City of San Bernardino**
Attention: Jeffrey Smith, AICP
Senior Urban Planner
Economic Development Agency
City of San Bernardino

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201 North "E" Street, Suite 301
San Bernardino, CA 92401

**PROPOSALS SUBMITTED AFTER THE ABOVE STATED TIME AND
DATE WILL NOT BE CONSIDERED**

VII. PROPOSAL EVALUATION AND SELECTION

- **Page 13, B.3. Oral selection interviews may be held:** Contact and Interview dates have been **revised** to reflect the following:

3. Oral selection interviews may be held.

Selection will be based on determination of which proposal will best meet the needs of the Agency and the requirements of this RFP.

If the Agency determines the need to interview prospective Consultants, the Agency will contact those prospective Consultants by **5:00 p.m., Wednesday, June 23, 2010**, to inform each prospective Consultant as to time of their interview to be scheduled **during the week of June 28, 2010**.

The interviews will be no longer than one (1) hour in duration. The Agency interview panel may consist of 3 - 5 staff from the Agency including the Agency Counsel, the City or other public agencies, private sector firms and community groups. The interview panel questions may include, but are not limited to, the Proposal in general, reported expertise, references provided, etc.

End of Addendum No. 1