



**NOTICE TO ALL PROSPECTIVE RESPONDENTS
RFQ 20-BRP/TF**

Addendum No. 2 issued November 13, 2019

RFI 1: On page 11 of the RFQ a past performance form is referenced, "Respondents shall provide a minimum of three (3) references on the form provided demonstrating their successful past performance." There is no form attached with the RFQ or found along with the other forms on <https://www.hcdpbc.org/resources/purchasing>. Is there a specific form you would like us to use for the past performance form?

Response: **The references can be in any format as long as the information is provided so the reference can be contacted & verified.**

RFI 2: Is the 3 page maximum for the Letter of Transmittal on top of the 10 page maximum for the references & materials? Would the total maximum page count excluding forms be 13 pages?

Response: **We have no preference**

RFI 3: Regarding the site visit attendance, it was not communicated as mandatory yet it weighs as 10 points in the Qualification Evaluation Criteria. Will there be an additional site visit since it was not communicated as mandatory?

Response: **The site visit was held and performed as advertised. We do not plan to have another.**

I acknowledge receipt of Addendum No. 2 to RFQ 20-BRP/TF, dated 11/13/2019.

(Name of Company)

(Authorized Representative's Name)

(Dated Signature)