

**CITY OF HARRISBURG
Parks Master Plan Update**

ADDENDUM 1

**REQUEST FOR PROPOSAL
QUESTIONS AND CLARIFICATIONS TO PARKS MASTER PLAN RFP**

As per section 8.5 of the RFP, questions and comments arising prior to submittal of the proposal shall be submitted to Michele Eldridge, City Administrator. Interpretations or clarifications are required to be made by issuance of an 'Addendum' to all prospective proposers. There is no change to the RFP at this time, and therefore, this Addendum does not require an Acknowledgment of Addendum to be included with the proposal.

1. *Are the required forms included in the 20-page limit?*

ANSWER: Attachments A and B must be included in the 20-page limit.

2. *Can you confirm that Attachment C (Sample Contract) is to be included in that response?*
a. *If yes, can we include Attachment C in an appendix.*

ANSWER: Attachment C (Sample Contract), and insurance certification may be included in an appendix, and will not be included in the 20-page limit.

3. *Are we allowed to include section dividers and not have them be included in the 20-page limit?*

ANSWER: Yes, you may include section dividers, and they will not count towards the 20-page limitation.

4. *Are we allowed to include full resumes within an appendix and not have them included in the 20-page limit?*

ANSWER:

- a. Section 8.1.6. requires a summary listing of qualifications and demonstrated competencies, plus identification of the personnel to be assigned to this engagement. This summary listing is included as part of the 20-page limit.
- b. Full resumes may be submitted within an appendix and will not be counted towards the 20-page limitation.