



**ADDENDUM #1
RFI NUMBER – R16-066 NS
May 5, 2016**

NAME OF PROJECT: "CONSULTANT SERVICES CAPITAL CAMPAIGN FUND RAISING FOR THE PIKES PEAK SUMMIT COMPLEX"

PROPOSAL DUE DATE: REMAINS MAY 10, 2016, 3:00 P.M.

This document shall become as fully a part of the above named RFI and Contract Documents as if included and shall take full and complete precedence over anything stated or shown to the contrary in them.

Acknowledgment: Each Offeror shall indicate in the place provided acknowledgment of receipt of this Addendum.

Each and every Offeror, subcontractor, and material supplier shall be responsible for reading each and every item in this Addendum to ascertain the extent and manner it affects the work in which he is interested.

*****CHANGES TO THE PUBLICATION NOTICE*****

The following items and information are corrections and additions to the above referenced project.

1. **RFP DUE DATE AND TIME**
REMAINS: MAY 10 2016, 3:00 P.M.
2. **VENDOR QUESTIONS AND RESPONSES SEE ATTACHED**

Offeror shall acknowledge receipt of this addendum by signing below, and this addendum must be returned as part of the proposal.

Signature

Date

Firm

- Do you have an estimate of the start date for the consulting project? – Once contract is signed – NTP will be issued immediately
- Is there a 501(c)3 nonprofit organization that will receive the donated funds? Perhaps a fiscal agent such as a community foundation, or perhaps an existing “Friends of” organization. Or will the consultant be expected to assist with the formation of such a group? - No – it will go into City project account therefore no additional foundations or organizations need to be established.
- Is the budgetary estimate to be separated from the other sections of the response? Does not need to be separated.
 - What level of budget detail do you require? Do you also need an estimate for travel? – Estimated hours, labor rate, all reimbursable expenditures including travel should be identified and included in the response.
- In order to develop a cost estimate, it is necessary to understand the number / frequency of presentations to the various boards. Are these single presentations, or frequent updates? Must all be presented in person, or may some be via Skype or WebEx? – Board presentations will need to be in person but it is not anticipated to be more than three in person meetings. All other communications could be via email or video conferences as needed.
- If a response is submitted electronically, are there any special instructions? – See RFI for submittal information.