



**ADDENDUM NO. 1  
ALAMEDA CTC RFP NO. R22-0002  
AUDIO-VISUAL TECHNOLOGY UPGRADES AND SYSTEM INTEGRATION  
PROFESSIONAL SERVICES**

August 13, 2021

Request for Proposals (RFP) No. R22-0002 is modified as set forth in this Addendum No. 1. The original RFP remains in full force and effect, except as modified by this Addendum, which is hereby made part thereof and subject to all applicable requirements hereunder as if originally shown and/or specified. Proposers shall take this Addendum into consideration when preparing and submitting proposals.

The RFP is hereby revised per the following:

- The fourth paragraph of the RFP cover page shall be replaced by the following:**

**The Mandatory On-site Walkthrough ~~is scheduled for Friday, August 13, 2021, at 1:00 p.m. Pacific Time (PT)~~ dates are indicated in Table 1 (RFP Schedule); use the below RFP Registration Form to register to attend.**

- The second paragraph of RFP Appendix A (Required Scope of Work, Deliverables, and Staffing) shall be replaced by the following:**

All interested consultants are required to conduct a mandatory site walkthrough with Alameda CTC staff on ~~August 13, 2021 at 1:00 p.m. (Pacific Time)~~ one of the available dates indicated in Table 1 (RFP Schedule), to assess and evaluate Alameda CTC's existing AV system and determine the proper design, equipment and materials required to complete the Project. It is the responsibility of the consultant to ensure that all documents, including the cost proposal, plans and specifications, drawings, and other documents, are sufficient to build the system that will meet the performance objectives for Alameda CTC.

- RFP Table 1 (RFP Schedule) shall be deleted in its entirety and replaced by the following:**

**TABLE 1: RFP SCHEDULE**

| ACTIVITY  | DATE/TIME  |
|---|--|
| <b>RFP issued.</b>  | July 30, 2021                                      |
| <b>Mandatory On-site Walkthrough</b> held at the Alameda CTC office. By 5:00 p.m. the day before the meeting, please register using the RFP Registration Form identified in the cover letter of this RFP. <u>Second walkthrough date added to increase consultant competition and participation. Note that proposers only have to attend one walkthrough.</u> | August 13 <del>&amp; 20</del> , 2021<br>1:00 p.m.  |
| <b>Deadline for proposers to submit questions.</b> All questions must be directed by email to the Sole Point of Contact.  | August <del>16</del> <u>23</u> , 2021<br>3:00 p.m. |

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|---|--|
| <b>Final Addendum issued, if necessary.</b> Proposers may sign up for RFP email notifications using the RFP Registration Form identified in the cover letter of this RFP.   | August <del>19</del> <u>26</u> , 2021                          |
| <b>Due Date for Proposals and Reference Questionnaires. LATE SUBMISSIONS WILL NOT BE ACCEPTED.</b> References shall submit the web-based Reference Questionnaire (identified in the cover letter of this RFP) by or before this deadline. | <del>August 26</del><br><u>September 2</u> , 2021<br>3:00 p.m. |
| <b>Anticipated Proposal Review.</b> Selection Review Panel evaluates proposals.   | September <del>9</del> <u>10</u> , 2021                        |
| <b>Anticipated Final Evaluation and Determination of Top-Ranked Firm.</b>   | September 10, 2021   |
| <b>Anticipated Contract Commencement.</b>   | October 22, 2021   |

Approved for issuance:



**Patricia Reavey**  
Deputy Executive Director of Finance and Administration