



MONTGOMERY COUNTY DEPARTMENT OF PARKS
 THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

TO: Prospective Offerors

FROM: Lisa Alderson, Contracts and Procurement Supervisor *JA*

SUBJECT: **Addendum No. 1**
 RFP No. P42-108
 Request for Proposals: Carroll Knolls Local Park

DATE: September 29, 2021

This addendum provides revisions to the solicitation. Deleted language is shown in strikethrough (ex: ~~deleted~~) and added language is shown in bold and italics (ex: *added*).

TECHNICAL PROPOSAL FORMAT

Part V, Section 1.A.2. of the RFP is revised as follows:

2. **Design Methodology and Approach:** Explain the specific approach that will be used to accomplish the project. The Offeror shall address the methodology, artistic and technical approach, techniques, and/or processes to be used to accomplish the objectives of the RFP, in accordance with the proposed schedule and due dates and which demonstrates an understanding of the nature of the project. Provide the name, title, address, phone number and email address of the person(s) who will be authorized to make representations for the company. ***In addition, the Offeror shall submit a detailed breakdown of staff resources anticipated to be allocated to the project. The breakdown shall clearly show the title/position and number of hours necessary to complete each task as specified in Part II, Section 1.E (prime Design Consultant and each subconsultant). Note: this breakdown may be in essentially the same format as the Detailed Cost Breakdown described in Section 1.B.3. but must not include hourly rates.***

*This section should indicate how the team recognizes and addresses the specific needs of this project and demonstrates a full understanding of the unique nature of this project. The Commission is interested in innovative ways to approach and accomplish the work. A visit to the site is necessary in order to complete this section. Carroll Knolls Local Park is open and accessible. **This is an important section that will be used to evaluate the Offerors competence and ability to successfully fulfill the requirements of this project. This section should reflect the Offeror’s own thoughtful approach in developing the design for Carroll Knolls Park. Restating the Scope of Work is not advisable.***