



ADDENDUM #2

To: All Companies Interested in Submitting a Proposal
From: Rebecca Johnson, CPPB, Purchasing Agent
RFP: Consulting Services for Evaluation of Municipal Golf Course Operations
(RFP #PUR1215-114); Dated: March 3, 2016
Subject: Addendum #2 (1 page)
Date: March 23, 2016

The following questions and/or clarifications were asked relative to the above-listed Request for Proposal. This memo is sent for clarification to all companies to whom the RFP was sent.

Question: There are a few areas of the insurance requirements that are unclear to my insurance agent, specifically what is meant by Non-Waiver of Government Immunity. Are there insurance requirements in this RFP that may not be applicable for this type of consulting engagement?

Answer: The City will waive the endorsement requirement for the non-waiver of governmental immunity for this RFP. All other insurance requirements remain unchanged.

Question: As a Management Consulting firm we are exempt from the WCB/WSIB requirement. In the past we have provided a 'Request for Waiver' letter stating: "_____ is a self-insured entity. As such, please accept this document as a Waiver of Subrogation in favour of the City of _____ that holds the City harmless in the event of a Workers' Compensation Claim." Please confirm if the City of Cedar Rapids will accept this.

Answer: Yes, a letter will be sufficient.

Question: Are we able to replicate the submission forms electronically, instead of filling them out manually?

Answer: Yes, that will be acceptable.

Question: Can you provide any guidance regarding the City's budget for this project or an applicable range of fees?

Answer: The City has an estimated budget of \$50,000 for this project.

All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (Attachment C). The deadline for proposal submittal is Tuesday, March 29, 2016 before 3:00 p.m. CDT.
