



CITY OF ALBANY, OREGON  
FINANCE DEPARTMENT

LAND USE PLANNING SERVICES RFP, ADDENDUM # 3

**June 7, 2021**

The purpose of this addendum is to modify the RFP documents only to the extent indicated herein. All other areas not changed or otherwise modified by other addenda shall remain in full force and effect. This addendum is hereby made an integral part of the original Project Documents. The Proposer shall sign acknowledging they read and understand that this addendum includes and incorporates the following changes or provides clarifications to questions submitted by prospective proposers.

**If applicable, revised sections are reflected as follows with additions shown in bold and deletions shown with strike-through.**

- The RFP proposal response due date has been extended by 3 days to provide further clarification regarding the drug policy requirements. The RFP Schedule has been revised as noted below and all references to the closing date in the RFP contract documents have been changed to Friday, June 11, 2021, at 2:00 p.m. Pacific Time. Optional presentations/interviews have been cancelled.**
- The RFP Schedule in Section 2.1 has been modified to:**

**2.1 RFP SCHEDULE**

The city anticipates the following general timeline for receiving and evaluating proposals and selecting a consultant. The timeline may be changed if it is in the City's best interest to do so.

RFP Advertised	May 21, 2021
Date to Submit Changes or Solicitation Protests	May 27, 2021, 12:00 p.m.
Last Date for Addenda Issued	June 3, 2021, 12:00 p.m.
Proposal Due Date	<del>June 8,</del> <b>JUNE 11,</b> 2021, 2:00 p.m.
Evaluate Proposals	<del>June 9</del> <b>JUNE 11-14,</b> 2021
<del>Optional Virtual Presentations/Interviews</del>	<del>June 10,</del> 2021
Notice of Intent to Award	<del>June 11</del> <b>JUNE 15,</b> 2021
Protest Period ends (seven calendar days)	<del>June 18</del> <b>JUNE 22,</b> 2021, 12:00 p.m.
Council Approval	June 23, 2021
Contract Award and Execution	June 24, 2021
Contract Begins	July 1, 2021



**3. Section 3.7 has been modified to:**

**3.7 CERTIFICATION OF DRUG TESTING PROGRAM**

Consultant(s) must designate that Consultant participates in an Employee Drug Testing Program (Exhibit H). ~~Consultant must provide assurance that Consultant has an Employee Drug Testing program and conducts random drug testing for employees at least annually.~~ Drug testing results must be negative for assigned employees to provide services to the City of Albany. City reserves the right to audit drug testing program reports periodically for compliance.

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Contractor's Signature

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Date

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Company Name *(Please print)*