



AMENDMENT OF SOLICITATION
 MODIFICATION OF CONTRACT

City of New Braunfels
Purchasing
550 Landa Street
New Braunfels, Texas 78130

Page 1 of 1

1. Solicitation No. RFP 23-021	2. Contract No.	3a. Amendment No. 1 3b. Modification No.	4. Effective Date of this Action 12-May-23
5. Name and Address of Offeror or Contractor		6. For Information Call: Paige McDonald Assistant Purchasing Manager Phone No.: 830-221-4081 Email: pmcdonald@newbraunfels.gov	7. Amount of Contract/Order is: Increased by: Decreased by: \$ _____ New Total: <input checked="" type="checkbox"/> Unchanged

8. THIS BLOCK APPLIES TO AMENDMENTS OF SOLICITATIONS ONLY:

The above numbered solicitation is amended as set forth in Block 10 below.

The date and time specified for receipt of offers IS NOT extended.

THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO:

Offerors must acknowledge receipt of this amendment prior to the date and time specified in the solicitation or as amended, by one of the following methods:

- (i) By completing Blocks 5 and 11 and returning this Amendment in the number of copies specified for the solicitation;
- (ii) By acknowledging receipt of this Amendment on each copy of the bid submitted; or,
- (iii) By separate letter, telegram, or fax referencing the solicitation and amendment.

If by virtue of this Amendment offeror desires to change an offer already submitted, such change may be made by letter or email, provided each such notice makes reference to the solicitation AND this Amendment and is received prior to the date and time specified.

NOTICE: NON-RECEIPT OF YOUR OFFER AND THIS AMENDMENT AT THE DESIGNATED PLACE WITHIN THE DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.

10. DESCRIPTION OF CHANGES:

a. Questions are answered as below:

1. Which City department will manage this project and who specifically will be the City's project manager?

The Economic and Community Development department will manage this project. The Director of Economic and Community Development, Jeff Jewell, will serve as project manager.

2. If Phase 1 of the project is anticipated to wrap up September 2023, when do you anticipate selecting a finalist and officially starting the project?

The project is anticipated to kick off mid- to late-June, however that will depend on how the selected consultant describes Phase 1. The City anticipates Phase 1 as inclusive of discovery, assessment, and data collection.

3. The RFQ states we need to provide a minimum of 3 similar projects performed by the firms on the team within the last 5-10 years on page 5. However, page 11 states that there are 30 points for providing Previous related work experience that was completed within the past 4 years. Which timeframe should we follow?

Please provide previous related work experience that was completed within the past 4 years.

Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.

11a. SIGNATURE OF OFFEROR OR CONTRACTOR	CITY OF NEW BRAUNFELS, TEXAS <i>Paige McDonald</i> 12-May-23	
11b. PRINTED NAME AND TITLE	11c. DATE	SIGNED Paige McDonald Assistant Purchasing Manager Date