



DIVISION OF FINANCE – PURCHASING DEPARTMENT

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ADDENDUM #1 RFP #25-0007 ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES

April 22, 2025

The following is to ensure that vendors have complete information prior to submitting a *proposal*. Here are some clarifications regarding the proposal for On-Call Architectural and Engineering Services.

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

- 1. Please confirm the term length of the On-Call contract? Sample Agreement notes one (1) year with two (2) one (1) year extensions.**

The Contract Term would be three (3) years with two (2) one (1) year options to renew.

- 2. Other than staff hourly rates, we understand cost proposals or fees are not being requested with our response. Please confirm.**

Correct. We are only asking for hourly rates.

- 3. Can you advise the types of facility projects that the county may have upcoming. Is there a dollar size limitation? We were not able to find a list of facility projects on the county's website.**

There is no available information regarding upcoming projects.

There is no dollar size limitation.

*** This RFP will supersede the current contracts where there was an under/over \$350,000.00 threshold.*

- 4. In addition to the Response Form and Attachment A, we would plan to submit a written response that addresses the items noted in RFP Section VIII-Required Response Content. Is there a maximum number of pages or font size desired for this written content?**

No.

Firms interested in submitting a *proposal* must respond with complete information and **deliver on or before 1:45 pm CDT, April 29, 2025**. Late *proposals* will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE *PROPOSAL/BID* RESPONSE PAGE.”



Lee Barrier, NIGP-CPP
Senior Purchasing Agent

LB/ch