



Pasadena Unified School District

351 South Hudson Avenue
Pasadena, CA 91109

Addendum 1 to
Request for Statement of Qualifications for
Bond Program Manager

SOQ Issued: December 9, 2011
Responses Due: December 28, 2011

Request for Statement of Qualifications for Bond Program Manager

Please note the following changes to SOQ published December 9, 2011

Change #1 Under “Response Format and Content” pages 6-7:

b. Response Format and Content:

1. Cover Letter

Cover Letter – This shall be a brief letter of introduction transmitting the qualifications of the individual and indicating the name, address, telephone number, fax number, and e-mail address, if any, of the person(s) authorized to make representations for the individual and to negotiate final terms and conditions on behalf of the individual.

Individual Profile/Experience A statement summarizing any pending litigation involving any construction project in the past five (5) years to which individual is a party. Non-disclosure of this item, if later discovered may result, at the owner's discretion, in the disqualification of the applicant

Evidence of ability to obtain auto, workers compensation liability, and errors and omission insurance coverage. Please refer to Attachment A

3 2. Personal Qualifications/Resume´

The individual ~~or firm on behalf of the individual~~ shall submit a resume´ and SOQ detailing the individual’s construction background and education, degrees earned and any contractor’s licenses held (include license numbers and State), and disclose any events of a license being suspended or revoked, or any other disciplinary action. **Special emphasis should be made to K-12 public works experiences in the areas defined in Section II, “General Requirements/ Scope of Work”**

4 3. Conflict of Interest

Prepare a statement, which discloses any past, ongoing, or potential conflicts of interest, which the individual may have as a result of performing the work for this engagement.

Change #2 under “Response Review and Evaluation, page 7 b. Evaluation

b. Evaluation

All responsive proposals shall be reviewed and evaluated by the District in order to determine which individual/firm best meets the District's needs by demonstrating the competence and professional qualifications necessary for the satisfactory performance of the required services. Responses will be evaluated based on, but not limited to, related experience of the respondents, knowledge of the District, professional qualifications of individuals to be assigned to the District, rates/fees, overall proposal content and references. The District retains the right to interview applicants as part of the selection process. The District is not bound to award a contract to *any* party submitting a response. If the engagement is awarded, the District *expects* to inform the successful applicant/~~firm~~ by 5:00 p.m. ~~June 4, 2010~~January 27, 2012.

Change #3 under "Response Review and Evaluation", pages 7-8 c. Non-Collusion Affidavit paragraphs 2 and 6

c. Non-Collusion Affidavit

If the District determines, after further evaluation and negotiation to award an agreement, a Consulting Services Agreement shall be sent to the successful individual for signature. No proposal shall be binding on the District until after the Agreement is signed by ~~duly the authorized representatives of both the~~ individual/~~firm~~ and the District and duly approved by the Pasadena Unified School District's Board of Education.

It may be necessary for the District to request additional information from one or more individuals and the District reserves the right to do so. It is anticipated that this review period will be concluded by 5:00 pm, ~~December 16, 2011~~ January 13, 2012.