



**City of Rancho Palos Verdes
Recreation & Parks Department**

ADDENDUM #3

**Parking Reservation/Permit Online System
Notice Inviting Bids and Instructions to Bidders**

This addendum documents a change to the Notice Inviting Bids issued on November 5, 2020. This information is being provided to all companies that were sent the Invitation to Bid on this project. These and future addenda will be available at <http://www.rpvca.gov/1334/Parking-ReservationPermit-Online-System>

This Addendum forms a part of the Invitation for Bids for the above-identified project.

Questions and Responses.:

Question 1) Asked about project summary and evaluation process. *Bids will be reviewed by a staff evaluation panel according to the following rubric.*

Submission Evaluation Form		
Project: Permit Reservation Permit Online System		
FIRM:		
Criteria	Max. Points	Rating
Experience of Firm	20	
Experience of Individual Team Members	10	
Understanding of project	30	
References	5	
Depth of Staff	10	
Cost of installation and maintenance	20	
Project Schedule: Thoroughness and clarity and timeliness	5	
TOTAL	100	

Evaluator

Print name:

Signature:

Date:

Question 2) With the current statewide requirement for social distancing, should we assume that potential interviews will be virtual or that virtual options will be made available to shortlisted firms? *Interviews will be held virtually.*

Addition to contact information: Please send any questions and comments to both mattw@rpvca.gov and parks@rpvca.gov