

ADDENDUM NUMBER 1 TO THE PROPOSAL DOCUMENTS

Addendum Date: **December 6, 2018**

**COMMERCIAL REAL ESTATE SERVICES RFP
SEASIDE SCHOOL DISTRICT 10**

A. This Addendum shall be considered part of the proposal documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original proposal documents, this Addendum shall govern and take precedence. PROPOSERS MUST SIGN THE ADDENDUM AND SUBMIT IT WITH THEIR PROPOSAL.

B. Proposers are hereby notified that they shall make any necessary adjustments in their estimates as a result of this Addendum. It will be construed that each proposer's proposal is submitted with full knowledge of all modifications and supplemental data specified herein.

Except as described below, the original proposal document remains unchanged. The proposal documents are modified and/or clarified, as follows:

1. **Background:** Add the following at the end of the paragraph; *The existing Gearhart Elementary, and Seaside High and Middle Schools properties will be occupied thru September 2020. Should there be a delay in the construction of the new schools, use of the existing schools and property will be extended as necessary.*
2. **Scope of Real Estate Marketing:** Revise the 4th paragraph to read as follows; *Listing contract will be for an initial term of one (1) year, with renewal at the option of the District.*
3. **Evaluation Criteria:** Revise the evaluation criteria as follows;
Recent, relevant experience in marketing land/facilities of this type (20 points)
Creative marketing plan (20 points)
Perspective on the property's existing zoning vs "highest and best use zoning" (15 points)
Compensation (10 points)
Experience in dealing with public entities and/or local government (10 points)
Total possible points = 75
4. **Additional Section:** Add the following section following the Evaluation Criteria Sections;

Evaluation Schedule

<i>Friday, December 14, 2018</i>	<i>Review and evaluation of RFP submissions, notify respondents to be interviewed (if appropriate), including interview criteria.</i>
<i>Thursday, December 20, 2018</i>	<i>Interviews: Noon, 1pm, 2pm (if appropriate)</i>
<i>Friday, December 27, 2018</i>	<i>Notice of Intent to Award</i>

If you need further directions regarding this Addendum, please contact Jim Henry at Jim.Henry@otak.com, or phone 503-680-4677.

PROPOSER MUST ACKNOWLEDGE THIS ADDENDUM BY SIGNING BELOW
AND ATTACHING THE SIGNED ADDENDUM TO YOUR PROPOSAL:

Company Name _____

Contact Person _____

Signature _____

Date _____

Jim Henry, Project Manager
DAYCPM, Seaside School District 10