

# PITTSYLVANIA COUNTY

## VIRGINIA

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RE: RFQ- 2017-03

The following shall serve as Addendum #1. Please acknowledge receipt of this addendum when submitting your proposal.

Dear Vendor:

Due to formatting problems with the previous RFQ posted, the following needs to be corrected. The updated RFQ with all corrections has been posted on the website.

1. Correction on Page One- RFP Response should read “ RFQ response”.
2. #6. Proposed Fee Schedule, should read:
  - Propose a comprehensive package, inclusive of all service costs. The SR RIFA is open to a variety of approaches, including hourly rates or a flat monthly rate with add-ons. The SR RIFA will select the finalist by considering the proposed compensation as a “best and final offer,” although the SR RIFA reserves the right to negotiate terms as needed to improve elements of the proposal to best meet the needs of the RIFA, including cost.
3. #7 Avoidance of Conflict should read:
  - Answer the following question: How would your firm handle representation of any other client engaged in development activity within SR RIFA?

In answering this question, please identify how the firm would handle a situation where one attorney in the firm represents the RIFA as the contract Attorney, and another attorney in the same firm represents a developer seeking approval of a project within the RIFA boundaries.

4. #8 References should read:

References: Include as Attachment H

  - Provide three references for the designated Attorney and any team alternates.
  - Please note that the County prefers references relating to municipal experience.

Naming of a reference is considered permission to contact the reference. The SR RIFA may contact outside individuals, whether offered as references or not. The SR RIFA retains the right to use such information in its decision. Submittal of a proposal is agreement that the RIFA may contact and use such information.

5. Evaluation and Selection should read:

Evaluation and Selection Evaluation process – The County reserves the right to award the contract to the proposal that best meets the needs and interest of SR RIFA. The following steps are anticipated:

Step Four: Accessibility and responsiveness of both the proposed designated SR RIFA Attorney and any assisting attorneys.

Sincerely,

Connie Gibson  
Purchasing Manager