ADDENDUM #3
East Bay Regional Park District
Request for Proposals for
Ardenwood and Coyote Hills Agricultural Land Lease

The purpose of this addendum is to repost revised sections of the RFP document. All other specifications, terms and conditions of this RFP not addressed by this or other formal addenda issued by the East Bay Regional Park District remain unchanged.

A Zoom meeting will be added to the schedule to allow for any information or questions not covered at the mandatory site visit. A Zoom meeting invitation will be sent to all attendees of the site visit. **The Zoom meeting is scheduled for June 10, 2020 from 12:30 p.m. to 2:30 p.m.** The Zoom meeting is not mandatory.

Page 11 - **SECTION 3. PROPOSAL A. Proposal Elements #1.** will be deleted in its entirety and replaced with the following.

1. Submit an electronic copy by email to Tiffany Margulici at tmargin@ebparks.org or by thumb drive to the attention of Tiffany Margulici at 2950 Peralta Oaks Court, Oakland, CA 94605, no later than 4:00 p.m. on the date stated on page 2 of the RFP.

All proposers must submit a proposal that includes a fee offer. Illustrations may be included. All plans are subject to Park District’s approval. Do not submit more than 20 pages, not including Financials (#12 & 13 of this Section). Font shall not be smaller than 12 pt. Proposers are encouraged to use discretion in the amount of information they submit. **No hard copies will be accepted.**

**Transmittal Letter:**
Addressed to Tiffany Margulici and signed by you (an officer of the organization). In the case of a joint relationship, an officer of each partner organization shall sign.

Provide the following information:
- Address of office providing the services
- Telephone number
- Summary description of organization
- Areas of expertise
- Size of organization (including number of registered professionals)
- Years in business

**Table of Contents:**
Include a complete and clear listing of headings and pages, and list attached documents.
All proposals submitted in response to this RFP become the property of the Park District and are subject to the requirements of the California Public Records Act (California Government Code Section 6250 et seq.) Once a successful proposal is identified or all proposals are rejected, all proposals shall be deemed public records. The proposer must identify in writing all copyrighted material, trade secrets, or other proprietary information the proposer claims are exempt from disclosure under the Public Records Act. Proposers claiming exemption must include the following statement in their proposal:

The proposer agrees to indemnify and hold harmless the Park District, its officers, employees, and agents from any claims, liability, or damages against the Park District, and to defend any action brought against the Park District for proposer's refusal to disclose such material, trade secrets, or other proprietary information to any party.

Failure of a proposer to include this statement and/or identify in writing the claimed exempt material shall be deemed a waiver of any exemption from disclosure under the Public Records Act. Requests to review proposal submissions will not be allowed until after a Staff Recommendation is made.

To ensure fair competition, all proposers will receive the same information and materials; no telephone or personal inquiries about this RFP will be answered.

- Late Proposals are not acceptable and will be returned to the respondent unopened
- There will not be a public opening of Proposals
- The Park District reserves the right to request, receive, and evaluate supplemental information and clarifications during its evaluation of Proposals and the Park District will conduct this process in a fair and impartial manner
- The Park District reserves the right to disregard any immaterial irregularities in any response
- The Park District reserves the right to cancel or amend this RFP or to extend the date responses are due
- Incomplete Proposals or inaccurate information may be cause for disqualification
- Issuance of this RFP does not commit the Park District to award an agreement or to pay any costs incurred in preparation of a Proposal or any response to this RFP
- The Park District reserves the right to reject any or all Proposals
- All materials submitted to the Park District will become the property of the Park District and will not be returned
- All information submitted in response to the RFP will be considered official information acquired in confidence and the Park District will maintain its confidentiality to the extent permitted by law.