



RFP ADDENDUM # 1
CITY OF BEVERLY HILLS
COMMUNITY DEVELOPMENT DEPARTMENT
455 NORTH REXFORD DRIVE
BEVERLY HILLS, CA 90210

RFP Number: 17-7

Closing Date: May 11, 2017

PLEASE NOTE THE FOLLOWING QUESTIONS AND ANSWERS:

TO: PROSPECTIVE PROPOSERS
FROM: CITY OF BEVERLY HILLS
COMMUNITY DEVELOPMENT DEPARTMENT
DATE: April 26, 2017
RE: RFP FOR PLAN REVIEW AND SUPPLEMENTAL SERVICES
ADDENDUM # 1

Q1. Page 4 of the RFP, Section 2.0., A.3. states that, "Consultant shall review existing planning and building records to verify compliance conditions." Please verify if these records are available electronically. Additionally, please provide a description of the types of documents these records contain.

Answer: *Existing planning and building records are currently available electronically through the City's in-house Permitting System. These records may contain documents such as plans, resolutions, staff reports, building permits, and entitlements.*

Q2. Page 5 of the RFP, Section 2.0., C. states that, "This process includes the delivery of a hard copy of the reviewed plan, correction list and soft copy e-mailed at no extra cost to the city." Please clarify if this means that the City is requesting a soft copy of both the marked-up plans and correction list, or a soft-copy of the correction list only.

Answer: *The City is seeking a soft copy of the correction list at a minimum.*



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- Q3. Page 5 of the RFP, Section 2.0., E., bullet number 3 states, “Five (7) working days for resubmitted multi-family Residential and Large Commercial Projects.” Please clarify if this was a formatting error and what the actual expected turnaround times are for these projects.

Answer: *This was a formatting error. The expected Turnaround times for resubmitted Multi-family Residential and Large Commercial Projects is Five (5) business days.*

- Q4. Page 5 of the RFP, Section F. states that “Plan reviewer’s shall be available to work at the City upon request...” Please clarify if this refers to Building Plan Reviewers, Zoning and Public Works Plan Reviewers, or both.

Answer: *The City is seeking for Building Plan Reviewers, Zoning and Public Works Plan Reviewers to be available to work at the City upon request.*

END OF ADDENDUM