



December 29, 2004

REVISED ADDENDUM #1

ATTN: BIDDERS

**PROJECT: RESD-52 - REAL ESTATE ASSET & PORTFOLIO MANAGEMENT
 CONSULTANT SERVICES**

This Addendum is to provide all Conference Attendees with the attached revised and additional information, and to provide the Questions & Answers received regarding this project.

We will be placing the Request for Bid RESD-52 Revised 12/21/04 document on CSCR, with the page numbering corrected on 12/29/04. It will remain on CSCR until February 8, 2005, when the Bids are due. Both this Revised Addendum #1 and the RFP will be placed in the Bidder's Library.

If you have any questions, please feel free to e-mail them to me at: lgarrett@dgs.ca.gov.

BID SUBMITTAL DATE: FEBRUARY 8, 2005, 2:00 P.M., AT ADDRESS SHOWN BELOW.

SUBMIT SEALED BIDS TO:	Lynne Garrett, Contract Analyst Department of General Services Contract Management Section 707 3rd Street, Suite 2-350 Sacramento, CA 95605
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Cordially,

Lynne Garrett

LYNNE GARRETT, Contract Analyst
 (916) 376-1761

cc: Mark Barrett, Project Manager
 Teresa Boron-Irwin, Counsel

QUESTIONS AND ANSWERS #1

- 1) May firms that submitted a "Letter of Interest" but did not attend the Bidder's Conference serve as a primary bidder/contractor in a team response, provided that other firms that are members of the team did attend the Bidder's Conference?

ANSWER:

The Department of General Services has determined that mandatory attendance at the Bidder's Conference is an unduly burdensome requirement, and that the lack of attendance at the Bidder's Conference shall not disqualify a Bidder.

- 2) Corporate Experience - Qualified Firms (P29, #4) Lead firm must have been in business for at least 10 years. Recently established firms whose principals/prime staff meets these requirements would not meet this standard.

ANSWER:

The Department of General Services has determined that the mandatory requirement that qualified firms must have 10 years of experience is unduly burdensome and is therefore reduced to 5 years of experience in each of the real estate disciplines required.

- 3) Please define what is included in Operating Costs (P28, 1.d.)

ANSWER:

Operating costs include all direct and indirect real estate costs. Examples include, but are not limited to, administrative costs, utility costs, capital improvement costs, staff costs, etc.

- 4) P25, 1.b.) Please confirm that evaluation includes currently planned portfolio activities, specifically capital projects. Confirm effort also includes consideration of less property being required and potential disposition efforts.

ANSWER:

The required evaluation shall include currently planned portfolio activities including both capital and lease projects. The evaluation shall consider less property being required and potential disposition efforts.

- 5) Please confirm that total project is not capped at \$499,999 as noted in early DGS contract announcements.

ANSWER:

The estimated value of this contract is \$100,000 - \$499,999. The contract is not capped at \$499,999.

- 6) Will the timing of service provider selection for the other State real estate contracts be coordinated with the selection of service providers for this contract?

ANSWER:

No.

- 7) Will a firm that chooses to pursue more than one contract be penalized in any way?

ANSWER:

No.

- 8) If a firm chooses to join another firm as a subcontractor for this RFP, will the firm still be precluded from providing real estate services under other contracts?

ANSWER:

Yes.