



City of Raleigh

Request for Proposals #: 274-2025-RCPAC-02

Title: RCPAC Standby Electric Power Generator Maintenance Services

Proposal Due Date and Time: November 06, 2024 not later than 4:00PM ET

LATE PROPOSALS WILL NOT BE ACCEPTED

ADDENDUM NO. 1

Issue Date: October 10, 2024

Issuing Department: Raleigh Convention and Performing Arts Complex

Direct all inquiries concerning this RFP to:

Olivia Holbrook

Capital Projects Manager

Email: Olivia.Holbrook@raleighnc.gov

City of Raleigh
Addendum 1 to RFP # 274-2025-RCPAC-02 RCPAC Standby Electric Power Generator
Maintenance Services

Issue Date: October 10, 2024

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of proposal packages and does hereby become part of the original RFP documents and supersedes the original RFP documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFP as listed below and **sign and return this addendum with your proposal package.**

The following is included within this addendum: Correction and clarification to the RFP timeline, specifically the date and time of the Required Pre-Proposal Conference.

Required Pre-Proposal Conference – Wednesday, October 16, 2024 at 10:00 AM

1.3 Request for Proposal (RFP) Timeline

Provided below is a list of the anticipated schedule of events related to this solicitation. The City of Raleigh reserves the right to modify and/or adjust the following schedule to meet the needs of the service. All times shown are Eastern Time (EST):

RFP Process	Date and Time
RFP Advertisement Date	October 08, 2024
Required Pre-Proposal Conference	October 16, 2024 at 10:00 AM Raleigh Convention Center Main Entrance Lobby
Deadline for Written Questions	October 23, 2024 12:00 PM
City Response to Questions (anticipated)	October 30, 2024
Proposal Due Date and Time	November 06, 2024 no later than 4:00PM
Evaluation Meeting (anticipated)	November 08, 2024
Selection Announced (tentative)	Week of November 11, 2024

1.4 **Pre-Proposal Conference**

A **required** Pre-Proposal Conference and Site Visit for all prospective proposers is scheduled for Wednesday October 16, 2024 at 10:00 AM at the **Raleigh Convention Center Main Entrance Lobby located at 500 S Salisbury St. Raleigh, NC 27601**. Prospective Proposers are encouraged to submit written questions in advance. During the pre-proposal conference, proposers will have the opportunity to attend a site visit of the facility.

Olivia Holbrook
Capital Projects Manager

Sign below and return this addendum with your proposal.

Proposer Name & Company: _____ **Date:** _____

Signature: _____ **Title:** _____

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