



ADDENDUM # 2

RFP # 28-25:

**TITLE: DESIGNER SERVICES for CITY FACILITIES
RENOVATION AND CONSTRUCTION**

Please note the following responses to question regarding the above mentioned RFP:

1) The RFP indicates that the project will locate a new Police Station at the Mahoney site within the open space field. During the Mahoney Committee meeting on 3/25/2025, it was noted that alternate sites for the Police Station are being considered and the City will have a site selected by June which may or may not be the Mahoney site. Can the City please provide a list of sites that are under consideration and/or minimum acreage and utility availability for the Police Station?

A. The Council has asked for a review of alternative sites and will not have a site selected for the Police Station before the selection of a design team. In order to allow for an equitable comparison of proposals, firms should not assume a site location and focus on the building design only, based on the needs assessment. Once a final site is selected, the City will work with the selected firm to determine any significant impacts to the building design or site impacts.

See following page.



Also, please note the following:

FREEDOM OF ACCESS ACT - CONFIDENTIALITY

Interested parties are advised that under Maine's Freedom of Access Act, Title 1 M.R.S.A. Chapter 13 §402 (3), et seq., "Public Records" (as that term is defined in: Title 1, § 402: Definitions) are available for public inspection and copying once an award notification has been made. As a general matter, information submitted in response to this RFP will be considered to be "Public Records", available for public inspection and copying, once an award notification has been made. If, however, a Proposer believes that parts of its Technical Proposal fall within one or more of the exceptions to the definition of "Public Records" set forth in Title 1 M.R.S.A. Chapter 13 §402(3), that Proposer may submit those parts of its Technical Proposal, with each page marked "Confidential". Proposers must include a non-confidential statement of the basis for Proposer's claim that those parts of its Technical Proposal fall within one or more of the exceptions to the definition of "Public Records". Designating part of a Technical Proposal "Confidential" does not, by itself, ensure that those parts of the Technical Proposal will remain confidential. Technical Proposals with no sections designated as "Confidential" will be considered public information after award notification and will be released as such when requested. In the event the City of South Portland receives a request to inspect or copy those parts of the Proposer's Technical Proposal marked confidential, City of South Portland will notify the Proposer that such a request has been received. If City of South Portland agrees that the documents so identified fall within one of the exceptions to the definition of "Public Records", City of South Portland will notify the party requesting disclosure ("Requestor") that the documents will be withheld. If City of South Portland determines that the confidential designation submitted is overbroad, City of South Portland will contact the Proposer in an effort to narrow the confidential designation. If the Proposer disagrees with the City of South Portland's determination of what constitutes public records available for disclosure, the Proposer can seek a protective order or other legal remedy under Title 1, § 409. If the Requestor files a legal action to gain access to confidential information withheld under this section, then the Proposer must retain counsel and file for a protective order. Proposer's failure to join the action and secure a protective order shall constitute a waiver of its claim that the information is confidential. The City of South Portland will comply with the order issued by the reviewing court.

Date: April 10, 2025

Matthew F. Fitzgerald
Purchasing Agent

See following page.



Please sign and return with your proposal.

Receipt of Addendum #3 to the City of South Portland Bid/RFP #28-25 is hereby acknowledged.

Signed: _____
(Corporation, Firm or Company)

By: _____
(Officer, Authorized Individual or Owner)

Title: _____

Mailing
Address: _____

Zip Code: _____ Date: _____

Telephone: _____ Fax: _____

Email: _____

NOTE: Bids shall bear the handwritten signature of a duly authorized member or employee of the organization making the bid.