



RFP NO. 2M23-13 – ADDENDUM NO. 1
Date of Addendum: Thursday, April 27, 2023

**REQUEST FOR PROPOSALS FOR A CONSULTING CITY LANDSCAPE
ARCHITECT TO PROVIDE PROFESSIONAL LANDSCAPE DESIGN
REVIEW SERVICES**

NOTICE TO ALL POTENTIAL RESPONDENTS

The information contained in this Addendum No. 1 is provided as a matter of clarification regarding Request for Proposals No. 2M23-13 (“RFP”).

The original RFP remains in full force and effect, except as may be modified by this Addendum, which is hereby made part of the RFP. Respondents shall take this Addendum into consideration when preparing and submitting a proposal. Please note that complete proposals are due to the City of Alhambra Community Development Department no later than **NOON (Pacific Standard Time)** on Monday, May 8, 2023.

Below are the answers to questions received. No additional answers will be provided. If you feel a question has not been answered, it is because the information is contained within the RFP.

Question 1: Upon review of the Landscape Architect – Landscape Design Review RFP, we noticed a few specific references on page 8 to “architecture”-related items such as building design, architectural styles, and architectural design concepts. Can you please confirm if these items are a carryover from the other RFP the city currently has out for architecture/urban planning, and that these are not required within our scope? As landscape architects, we would not be providing input on building design, or review of architecture for consistency with City’s architectural styles, etc.

Response: The consulting City Architect/Urban Designer and consulting City Landscape Architect are both expected to facilitate and promote high-quality and consistent urban design that enhances the character of the

City by engaging in a review process which evaluates a variety of subjects. One of the primary roles of the consulting City Architect/Urban Designer is to provide architectural design review assistance to Planning Division staff, and to review and evaluate architectural and site design components of proposed development projects. The consulting City Landscape Architect is expected to engage in a review process that evaluates those subjects relevant to the landscape design applications being reviewed, including when necessary, building design and architectural style, in order to achieve compatibility and consistency in urban design. Building and architectural design components are sometimes incorporated into landscape design and staff expects the consulting City Landscape Architect to be capable of evaluating these components in the context of a landscape design review. For example, landscape projects sometimes include accessory structures such as pergolas, pavilions, water features, etc., and the design and architectural style of these structures or features should be components the consulting City Landscape Architect evaluates as part of their overall landscape design review.

Question 2: Did the city previously have an outside consulting firm providing the landscape architecture plan reviews? If so, can you please provide the name of that firm?

Response: The City has contracted with Media Portfolio, Inc. to provide professional landscape design review services, specifically to evaluate compliance with State mandated standards for Model Water Efficient Landscape Ordinance (MWELo), since June 2015.

Question 3: Will any landscape site inspections be needed? If so, can you provide an estimate on how often or how many would be anticipated (for example – in a week or month)?

Response: As indicated in the Project Scope section 5 of the RFP, the consulting City Landscape Architect is expected to perform on-site inspections, as needed. As described in the Purpose and Overview section 4 of the RFP, the volume of work, including required site inspections, will be determined by the number and type of applications submitted to the City of Alhambra which require design review.

Question 4: We received the bid documents for the above referenced project but were unable to locate the engineer's estimate. If possible, please reply back to this email with the engineer's estimate or kindly forward this to the person best able to provide this information.

Response: There is no engineer's estimate for the project scope identified in the RFP.

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