



**REQUEST FOR PROPOSALS ("RFP")
FOR ARCHITECTURAL SERVICES
FOR THE TOWN OF POUND RIDGE POLICE DEPARTMENT**

ADDENDUM #1

July 9, 2024

Additional Information

1. Deadline for questions

Any questions regarding the RFP should be submitted by Wednesday, July 17, 2024.

2. Building walkthrough

There will be a walkthrough of the existing Police Department facility at 177 Westchester Avenue, Pound Ridge, NY 10576 on Tuesday, July 16, 2024, at 2:00 pm.

3. Supplemental materials

The following materials are posted to the town's website at townofpoundridge.com:

- a. Site plan – 177 and 179 Westchester Avenue
- b. Building plan – 177 Westchester Avenue
- c. 2010 Comprehensive Plan

Responses to Questions

1. Is there an expression of interest form that needs to be completed in order to receive RFP updates?

No. An email sent to the Town Clerk at townclerk@townofpoundridge.com is sufficient.

2. Is there a deadline for submitting questions before the RFP due date?

Questions should be submitted by Wednesday, July 17, 2024. (See item 1 above.)

3. Will there be a site walk-through?

Yes, on Tuesday, July 16, 2024 at 2:00 pm. (See item 2 above.)

4. Are there any existing drawings or site plans available?

Yes, site plans and building plans are posted to the town website at townofpoundridge.com.
(See item 3 above.)

5. Are you looking for a formal cost estimate by a cost estimator as part of this proposal?

Yes.

6. Are you expecting civil and MEP conceptual design as part of this package?

Yes.

7. Will there be a formal question-and-answer portion about the requirements of the RFP?

Addendum #1 contains questions received through July 9, 2024. If additional questions are received by July 17, there will be another addendum.

8. Is there an update to the Pound Ridge Comprehensive Plan from 2010?

No. The Comprehensive Plan Committee is currently working on an update, but it has not been finalized. The 2010 Comprehensive Plan is available as part of the RFP. (See item 3 above.)