



**JEFFERSON COUNTY**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
729 MAPLE ST / PO BOX 100  
HILLSBORO MO 63050  
WWW.JEFFCOMO.ORG

## ADDENDUM #1:

**Request for  
Proposal:**

**REBID PLANNING CONSULTANT FOR  
MASTER PLAN UPDATE**

**Addendum    2-6-2020**  
**Date Issued:**

**ORIGINAL INVITATION FOR BID NOTICE ISSUED:**    1-28-2020

BIDS SHALL BE ACCEPTED UNTIL: **TUESDAY, MARCH 17, 2020** AT 2:00 P.M. LOCAL TIME.

**Specification  
Contact:**

**ERIC LARSON**  
Department of County Services  
636-797-5580  
elarson@jeffcomo.org

**Contract  
Contact:**

**JACKIE TALARSKI**  
Department of Administrative Services  
636-797-5380

**Mail (3) Three  
Complete Copies  
With Vendor And  
Bid Information As  
Shown In Sample:**

SAMPLE ENVELOPE

*VENDOR NAME*

*VENDOR ADDRESS*

*CONTACT NUMBER*

**DEPARTMENT OF THE COUNTY CLERK**

**JEFFERSON COUNTY MISSOURI**

**729 MAPLE ST / PO BOX 100**

**HILLSBORO MO 63050-0100**

**SEALED BID: (BID NAME)**

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for one additional one-year term with the written consent of the successful bidder. Price increases for renewals are not authorized unless approved in writing by the County.

**Contract Term:**  
**TWO YEAR CONTRACT  
WITH A ONE YEAR  
RENEWAL OPTION  
UPON APPROVAL OF THE  
COUNTY COUNCIL AND  
COUNTY EXECUTIVE**

**Company Name**

**Authorized Agent (Print)**

**Address**

**Signature**

**City/State/Zip Code**

**Title**

**Telephone #**

**Date**

**Tax ID #**

**E-mail**

**Fax #**

# ADDENDUM #1:

**THE INVITATION FOR BID FOR REBID PLANNING CONSULTANT FOR MASTER PLAN UPDATE BID SPECIFICATIONS HAS BEEN REVISED.**

## Addendum 1

Bidder shall initial all pages and return where the Bid Document denotes “BIDDER’ S INITIALS: \_\_\_\_\_”

**This document should be submitted with the original bid/proposal.**

The County is extending the timeframe for which proposals may be accepted. Bids will now be accepted until **Tuesday, March 17, 2020 at 2:00 P.M. Local Time.**

**The County is also amending the Section V, Submittal Requirements by adding the following new subsection:**

F. Phased Proposals.

County will consider proposals that separate the project into multiple phases. If Consultant desires to propose a multi-phase project, Phase 1 shall include the necessary work to complete a draft of the Master Plan (land use components). This shall include the required citizen input, stakeholder meetings, staff meetings, draft plan, etc. Additional phases may include review of existing County ordinances for consistency with the newly proposed Master Plan, comprehensive review of other County long range plans, and other components requested in the RFP. If a phased proposal is submitted, fee estimates shall be proposed for each phase.

**In Witness thereof, the parties hereto have executed this Agreement, in triplicate, as of this \_\_\_\_\_ day of \_\_\_\_\_ 2020:**

---

**Company Name**

**County of Jefferson, State of Missouri**

---

**Signature**

**Dennis J. Gannon County Executive**

---

**Print**

**Company Address:** \_\_\_\_\_

---

---

**Phone:** \_\_\_\_\_

I hereby certify under section 50.660 RSMo., there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

---

**County Auditor**

**APPROVED AS TO FORM**

---

**County Counselor**