

**CITY OF HENDERSONVILLE**  
**RFQ #240141014001**

Architectural/Engineering/Landscape Architectural/Surveying Services  
Patton Park and Pool Renovations  
Whitmire Activity Center and Tom's Park Renovations

ADDENDUM NO. 1  
January 2, 2025

The attention of all Firms is called to Addendum No. 1 which addresses questions submitted for this Request for Qualification (RFQ).

**Question 1:**

Do the required forms count toward the page limit? Do the job descriptions as part of required form E count toward the page limit?

Required forms do not count towards the page limit. For the maximum 30-page Statement of Qualifications (SOQ) all covers, tables, dividers, figures, resumes, etc., will count toward the page limit.

**Question 2:**

Do the five similar projects need to all be from the prime or can subconsultant projects be included as a part of the five?

The RFQ does not state a requirement that all five projects have to be from the prime. It does require that "Personnel on the firm's proposed team must have been actively involved."

**Question 3:**

Should the proposal be organized based on the headings in Section II or Section III?

The RFQ does not specify the organization or format of the SOQ.

**Questions 4:**

Will the selected firm deliver the conceptual design to City Council through an in-person presentation or will the selected firm deliver the conceptual design to city staff.

This has not been determined and will be decided at a later date.

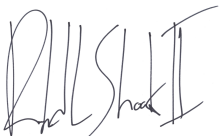
**Question 5:**

Will city staff be providing site tours to potential firms?

Firms are welcome to visit the sites as members of the public. City staff will not be available for tours or to answer questions.

It is the Firm's responsibility to ensure that all addenda have been reviewed prior to SOQ submission.

**CITY OF HENDERSONVILLE**



**Richard Shook, PE**  
Civil Engineer