



20 S. Main Street, Inman, SC 29349  
www.cityofinman.org

SUBJECT: Amendment 1 to Request for Proposal

RFP TITLE: Facilities and Downtown Master Planning Services

DATE OF AMENDMENT: May 14, 2020

DATE OF RFP RELEASE: April 29, 2020

OPENING DATE: May 26, 2020

OPENING TIME: 4:00 PM

CONTACT: Missy House, City Administrator

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The following shall be a part of the City's RFP for Facilities and Downtown Master Planning Services. If a vendor has already returned a proposal and any of the information provided below changes that proposal, please submit the changes along with this amendment. You need not re-submit and entire proposal prior to the opening date and time.

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**RFP CHANGES:**

**Old Language:**

Our goal is to create a comprehensive plan for downtown Inman that recognizes its current nature by addressing major issues and focusing on:

**New Language:**

Our goal is to create a comprehensive plan for downtown Inman that recognizes its current nature by addressing tourism needs and major issues while focusing on:

***The final master plan should lay out ways in which the City of Inman can attract more tourists downtown by enhancing and adding to what the City already offers.***



**RFP QUESTIONS AND ANSWERS:**

1. Will you accept email or downloadable submittals for this RFP?

***Due to the COVID-19 pandemic and the number of people working from their homes, the City will accept electronically submitted proposals. All proposals, or link thereto, should be sent to the City Administrator, Missy House, at [mhouse@cityofinman.org](mailto:mhouse@cityofinman.org). Please specify in the subject line that it is a final proposal for the RFP. No proposal emails will be intentionally opened prior to the opening date of May 26, 2020.***

2. Is there a page limit for this RFP?

***The City realizes that a lot of RFPs include a page limit. With that being said, the City would like each firm to be able to submit the information that they deem necessary to tell their story and put across their plan for services to be rendered. So, there is not a page limit for this RFP.***

3. On page 8, it says that “selection may not be the proposal with the lowest cost”, we didn’t see where a cost/price was required in the proposal requirements. Do you want a price for services included in the proposal submission?

***Yes, the city would like a cost proposal, with final numbers to be negotiated with the selected firm once a specific range of services is finalized.***

**ALL ELSE REMAINS THE SAME FOR RFP FOR FACILITIES AND DOWNTOWN MASTER PLANNING SERVICES.**

***Vendor must sign and return this amendment with proposal submitted.***

Vendor Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_