ATTENTION ALL BIDDERS

ADDENDUM NO. 1 to the Contract Documents for **Request for Proposals for**

Property Management Services for the Fox Oakland Theater - 2020

Date: March 20, 2020

From: Fox Oakland Theater Inc. (FOT) and Office of City Administrator Contracts and Compliance Division

To: Prospective Bidders

- 1. This Addendum No. 1 forms a part of the Contract Documents and modifies the original Request for Proposal Documents.
- 2. Acknowledge receipt of Addendum No. 1 in the space below and <u>attach this signed</u> <u>document to the Proposal.</u>
- 3. The pre-proposal meeting **is now rescheduled** for Tuesday, April 14, 2020 at 10:00 am at the Den at the Fox, corner of 19th Street and Telegraph Avenue.
- 4. The deadline for questions **is now extended** to Friday, April 17, 2020 at 2:00 pm.
- 5. The submittal date *is now extended.* Bid proposals are due Friday, April 24, 2020, by 2:00 pm.
- 6. All Contractors working with or who anticipate working with Fox Oakland Theater Inc. (FOT) must register through iSupplier at the following link: <u>https://www.oaklandca.gov/services/register-with-isupplier</u> in order to receive future Invitation to Bids for Nonresidential Property Manager projects and invoice payments. If you have already registered via iSupplier, thank you in advance.
- 7. Once you have completed the process, please send an email to **<u>iSupplier@oaklandca.gov</u>** with **"RFP for Property Management Services for the Fox Oakland Theater"** as the subject and we will add you to the invitation list for future notifications of contracting opportunities with FOT.
- 8. For questions regarding the following topics below:
 - a. iSupplier questions, please send an email to iSupplier@oaklandca.gov
 - b. Requesting to receive an invitation to participate in a project, please send an email to <u>iSupplier@oaklandca.gov</u>.
 - c. Project related questions, contact the Project Manager, Eric Simundza at 510.238.6249
 - d. Contract compliance questions, contact Sophany Hang at 510-238-3723.

e. Contract administration questions (e.g., planholders list, attachments, etc.) please call 510-238-3621, fax your request to 510-238-6267 or log on to the following website https://www.oaklandca.gov/services/active-closed-opportunties .

Eric Simundza, Project Manager

ADDENDUM NO. 1 ACKNOWLEDGED:

Signature of Bidder

Date