



June 3, 2024

ADDENDUM NO. 1
Request for Proposals
Glendale Tech Startup Growth Programs

NOTICE TO ALL PROPOSERS

Notice is hereby given to all potential Proposers that this is an addendum to the Request for Proposal for Glendale Tech Startup Growth Programs, issued on May 15, 2024, in response to the need by the City of Glendale to shift the timeline for the submission and evaluation dates. This Addendum is attached to and made part of the above-entitled RFP from the City of Glendale.

Instructions:

- Each Proposer shall acknowledge receipt of this addendum on Form A – Addenda Acknowledgement in their submitted Proposal.

CHANGES TO RFP SPECIFICATIONS

No changes to the RFP specifications besides an updated timeline and additional details added to the timeline for the evaluation and selection milestones.

Updates, modifications, and additions to the RFP consist of the following:

Updates to the deadline for Milestone 3, “Written Questions Due”, of the Schedule listed under the Evaluation Process section on page 14.

Updates to the deadline for Milestone 4, “Responses to Written Questions Issued”, of the Schedule listed under the Evaluation Process section on page 14.

Updates to the deadline for Milestone 5, “Deadline for Submitting RFP”, of the Schedule listed under the Evaluation Process section on page 14.

Modification of the language of Milestone 5 of the Schedule listed under the Evaluation Process section on page 14 from “Deadline for Submitting RFP” to “Deadline for Submitting Proposals”.

Updates to the timeline for Milestone 6, “Selection Committee reviews RFPs”, of the Schedule listed under the Evaluation Process section on page 14.



Modification of the language of Milestone 6 of the Schedule listed under the Evaluation Process section on page 14 from “Selection Committee reviews RFPs” to “Selection Committee reviews Proposals”.

Updates to the timeline and modification of the language of Milestone 7 of the Schedule listed under the Evaluation Process section on page 14 from “Final Selection of Operator” to “Interviews with Top 5 Proposals”.

Addition of Milestone 8, “Selection Committee’s Recommendations to City Council for Final Approval” to the Schedule listed under the Evaluation Process section on page 14.

THE CHANGES TO THE RFP ARE AS FOLLOWS:

1. Page 14: Schedule

The City’s updated and anticipated schedule for the selection of the most qualified Operators is as follows:

Date	Milestone
1. May 15, 2024	Issuance of Request for Proposals
2. May 29, 2024	Pre-Bid Conference (Attendance strongly encouraged)
3. June 21, 2024	Written Questions Due
4. June 28, 2024	Response to Written Questions Issued
5. July 12, 2024	Deadline for Submitting Proposals
6. Late July and August 2024	Selection Committee reviews Proposals
7. Late August 2024	Interviews with Top 5 Proposals
8. September/October 2024	Selection Committee’s Recommendations to City Council For Final Approval

2. Page 1: “Submission Deadline: ~~June 28,~~ July 12, 2024, 5:00pm PST”

3. Page 3: NOTICE OF PROHIBITION OF COMMUNICATION WITH, AND GIFTS OR GRATUITIES TO, THE CITY AND OTHERS, Section B



CITY OF GLENDALE, CALIFORNIA
Economic Development

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“...the deadline for receiving proposals in response to this RFP is 5:00 pm on ~~June 28~~ **July 12**, 2024

4. Page 14: SUBMISSION DEADLINE AND REQUIREMENTS

“Full proposals must be received by no later than ~~June 28~~ **July 12**, 2024 by 5:00 pm Pacific.”

Regards,

A handwritten signature in black ink, appearing to read "Bradley Calvert".

BRADLEY CALVERT, AICP
Director of Community Development

A handwritten signature in blue ink, appearing to read "Soua Vang".

SOUA VANG
Deputy Director of Community Development – Economic Development