



ADDENDUM NO. 1

Date: November 19, 2024
From: City of Grand Junction Purchasing Division
To: All Offerors
RE: Commercial Real Estate Broker Services for the City of Grand Junction, RFP-5533-24-KF

Offerors responding to the above-referenced solicitation are hereby informed that requirements have been clarified, modified, superseded, and supplemented as to this date as hereinafter described.

Please make note of the following clarifications:

1. **Q:** What do you see as possible projects in the 12 months?
A: Specific projects are expected to vary depending on the City Council's priorities.
2. **Q:** Could we co-broker with other firms as needed?
A: Co-brokering arrangements with other firms may be permitted, especially for transactions requiring specialized expertise. Any co-brokered relationship should be disclosed to the City and meet the RFP's terms and insurance requirements.
3. **Q:** What past experiences are you interested in seeing in the RFP?
A: Please refer to Section 5.0.F. of the solicitation.
4. **Q:** Are 3 key people sufficient to fulfill the requirement?
A: The purpose of the Request for Proposal is for the Proposer to assess the scope and prepare a proposal outlining their recommended strategy and implementation plan. The City will then evaluate and score the proposal according to Section 6.0.
5. **Q:** Can a Broker apply for this position as an individual Broker, and not as a Brokerage, provided the Insurance requirement is met on the RFP?
A: An individual broker may apply, provided they meet the insurance and contractual requirements specified in the RFP. The RFP allows flexibility for individual brokers to work directly with the City if they can fulfill all obligations.

6. **Q:** The RFP is intended for that Commercial Broker to work as a direct contact with the City, not the Brokerage. Perhaps the named Broker accepts and signs the awarded Contract, instead of the Brokerage?

A: The contract may be awarded directly to the named Broker as the main point of contact with the City, rather than to the brokerage. This means the Broker, not the brokerage, would be the signatory, maintaining a direct relationship with the City throughout the contract term.

7. **Q:** At the end of the RE person's Contract term, would the in progress Real Estate deals still close to the former Real Estate person?

A: Only if there is a pending contract.

The original solicitation for the project services noted above is amended as indicated. Please acknowledge receipt of this addendum on the Solicitation Response Form signature page of the proposal documents.

All other conditions of the subject remain unchanged.

Respectfully,



Kathleen Franklin, Senior Buyer
City of Grand Junction, Colorado