CITY OF NORMAN, OKLAHOMA

RFP-2526-40

ADDENDUM NO. 3

Facility Condition Assessment and Space Needs Analysis

for the City of Norman Police Department

Date Issued: May 20, 2026

1. Purpose of Addendum

This Addendum No. 3 is issued to update the City's consultant selection and evaluation process for RFP-2526-40.

2. Qualifications Based Selection Update

The City intends to utilize a Qualifications Based Selection (QBS) process for professional architectural and engineering services associated with this project, consistent with applicable Oklahoma law and procurement practices for professional services.

Accordingly, the City will evaluate Consultants based upon qualifications, experience, technical capabilities, project understanding, staffing approach, relevant public safety facility experience, and overall ability to successfully perform the requested services.

Consultants are not required to submit fee proposals, pricing information, or cost estimates as part of their proposal submission for this solicitation. Any references within the original RFP related to fee proposals, pricing submissions, cost proposal scoring, or evaluation of fees are hereby removed from the solicitation requirements.

Following completion of the qualifications based evaluation process, the City intends to identify the highest ranked Consultant or Consultant team and subsequently negotiate final scope, compensation, and contract terms. If the City is unable to successfully negotiate an agreement with the highest ranked Consultant, the City reserves the right to discontinue negotiations and initiate negotiations with the next highest ranked Consultant, consistent with the City's procurement process.

Nothing contained within this Addendum shall limit the City's reserved rights under the original RFP, including the City's right to reject any or all proposals, negotiate scope and fees, waive informalities, request additional information, cancel or reissue the solicitation, or otherwise discontinue the procurement process if determined to be in the best interest of the City.

3. Revised Proposal Requirements

Section 6.G. "Fee Proposal" of the original RFP is hereby removed in its entirety and is no longer required as part of proposal submissions.

4. Revised Evaluation Criteria

Section 7 of the RFP titled "Evaluation Criteria" is hereby modified and replaced with the following:

Proposals will be evaluated based on:

A. Team Qualifications and Experience (35%)

B. Project Understanding and Technical Approach (30%)

C. Relevant Public Safety Facility Experience (25%)

D. Schedule and Staffing Plan (10%)

Fee proposals, pricing information, and cost estimates will not be considered or scored during the initial proposal evaluation and ranking process.

5. No Other Changes

All other terms, conditions, requirements, and provisions of RFP-2526-40, including Addendum No. 1 and Addendum No. 2, remain unchanged.

In the event of any conflict between the original RFP and this Addendum No. 3, the provisions of this Addendum shall govern.