

CITY OF MERCER ISLAND REQUEST FOR PROPOSALS

Labor Contract Negotiations

ADDENDUM NO. 1

Date: February 10, 2020

The following change is hereby made to Section IV. Proposal Requirements of the Request For Proposals for Labor Contract Negotiations:

IV. PROPOSAL REQUIREMENTS

Proposals shall include the following information:

- A. Cover letter summarizing the proposal and the firm's qualifications as they relate to the scope of work.
- B. Description of similar services performed.
- C. Outline of the proposed approach to this service, including a description of deliverables, activities and time estimates for completing each element.
- D. Description of the team / negotiator(s). The names, title and qualifications of the proposed lead negotiator(s) and support staff who will be conducting the service, including their experience and projects in which they had "hands on" responsibility.
- E. Proposed ~~not to exceed fee and including all associated costs~~ fees or fee structure (e.g., hourly rate, flat rate, monthly retainer) to be charged for the proposed services.
- F. A list of four references for similar projects, including contact information.

All costs for developing proposals in response to this RFP are the obligation of the consultant and are not chargeable to the City.