

Addendum to On-Call Building Plan Review and Inspection Services RFP

City of Sherwood, OR

Originally published April 13, 2026

Addendum published April 28, 2026

Submittal deadline May 8, 2026

The original RFP is modified to clarify that proposals may be submitted for partial components of the Scope of Services identified in Section 4 of the RFP.

Proposers may elect to provide services in one or more of the following areas:

- Plan Review Services, including specific plan review types (i.e. commercial mechanical only)
- Inspection Services, including limitations on types of inspections
- Subject Matter Expert Consultation

Proposers shall clearly identify in their proposal which specific service components they are proposing to provide, along with any limitations or conditions associated with those services.

The City reserves the right to:

- Award contracts to multiple firms to ensure full coverage across all service areas
- Assign work based on each firm's demonstrated expertise, capacity, and proposed scope participation
- Negotiate final scope and compensation consistent with the needs of the City

All other terms and conditions of the RFP remain unchanged.

Evaluation of Partial Scope Proposals

Proposals submitted for partial components of the Scope of Services will be evaluated based solely on the services proposed. The City will apply the existing evaluation criteria and weighting as they relate to the specific service areas offered. The City may consider overall service coverage across multiple proposers when making final award decisions.