



**REQUEST FOR PROPOSAL  
FOR  
MUNICIPAL FACILITIES MAINTNANCE**



**OFFICE OF THE CEO  
CITY OF COSTA MESA**

**Released on February 14, 2012**

**The referenced document has been modified as per the attached Amendment No. 1**

**Please sign this Amendment where designated and return the executed copy with submission of your proposal. This amendment is hereby made part of the referenced proposal as through fully set forth therein. Any questions regarding this amendment should be addressed to Kim Wilson, email [kimberly.wilson@ci.costa-mesa.ca.us](mailto:kimberly.wilson@ci.costa-mesa.ca.us).**

## 2. SCHEDULE OF EVENTS

This request for proposal will be governed by the following schedule:

Release of RFP	January 10, 2012
Deadline for Written Questions	January 26, 2012
Responses to Questions Posted on Web	February 6, 2012
<del>Proposals are Due</del>	<del>February 20, 2012</del>
Proposals are Due	February 21, 2012
<del>Interview</del>	<del>March 23, 2012</del>
Interview	April 6, 2012
Consideration of Contract	TBD

## 5. PROCESS FOR SUBMITTING PROPOSALS

- Submission of Proposals  
Complete written proposals must be submitted in sealed envelopes marked and received no later than 4:00 p.m. (P.S.T) on ~~February 20, 2012~~ **February 21, 2012** to the address below. Proposals will not be accepted after this deadline. Faxed or e-mailed proposals will not be accepted.

Kimberly Hall Barlow  
Jones & Mayer  
City of Costa Mesa City Attorney's Office  
3777 N. Harbor Blvd.  
Fullerton, CA 92835  
RE: FACILITIES MAINTENANCE

### Inquiries

Questions about this RFP must be directed in writing, via e-mail to:

~~Richard Amadril, Contract Manager~~ **Kimberly Wilson, Contract Manager**  
~~[Rick.Amadril@costamesaca.gov](mailto:Rick.Amadril@costamesaca.gov)~~ **[Kimberly.Wilson@costamesaca.gov](mailto:Kimberly.Wilson@costamesaca.gov)**

*All other provisions of the invitation of this proposal shall remain in their entirety.  
Vendors hereby acknowledge receipt and understanding of the above Amendment.*

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Typed Name and Title

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address