

Mayor
Honorable Tom Ellis



City Manager
Jason A. Tuck, ICMA-CM

Addendum No. 1

September 22, 2020

For The Request For Proposals For The

On-Call Engineering and Public Improvement Project Technical Services - 2020

NOTICE TO ALL PROPOSERS:

The City has received requests in writing for interpretation of portions of the subject Request for Proposal. Below are the questions that were received and the City's interpretations:

1. **Question:** It does not appear that there is a page limit for this RFP submittal. Is that correct?
 - **Answer:** Section 4.2 outlines the number of pages for various proposal sections.
2. **Question:** Section 3.1 states "As many as five contracts may be awarded to the most qualified firms.", please clarify if this is five total contracts or five per category.
 - **Answer:** The City may have up to 5 projects underway with the same consultant at one time. By submitting a Proposal, the Proposer acknowledges that they will have the staff available to undertake the work.
 - **Project Examples:** Sidewalk improvements, yearly Pavement Maintenance Project – Slurry Seal and Crack Seal, yearly Pavement Improvement Projects, Park Improvement Projects, Veteran's Memorial
3. **Question:** For large, multi-disciplinary projects, if a firm does not provide one of the services listed under a category (for example lighting photometrics under the Civil Engineering category) should we include a subconsultant on our team that can provide that service?
 - **Answer:** Yes. The City will be looking for a Civil Engineering firm that will be the prime design consultant. For the service categories that they do

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not have in-house, they will need to provide a list their proposed subconsultants.

- **Upcoming Design Projects:** The City recently created an Urban Renewal District. More information about the proposed projects within the Urban Renewal District can be found on the City's website at this [link](#).
4. **Question:** If we are submitting a proposal for more than one service category, do we need to submit a separate proposal for each service category or just one proposal that includes all of the categories for which we would like to be considered?
- **Answer:** Please provide one proposal that includes all categories.
5. **Question:** How many firms will be added to the consultant list?
- **Answer:** All firms that are qualified will be added to the consultant list.
6. **Question:** Will this be more of a "roster" on-call, or will there be exclusivity to it?
- **Answer:** The City intends to rotate through the list to give all consultants an opportunity to provide work for us.

Travis Warneke, Finance Director

Consultant's Acknowledgement of Addendum No. 1:

Signature

Date