

ADDENDUM No. 1
RFP No. 881, Water Treatment Plant Alternatives Analysis
City of Ann Arbor
Due: Friday December 6, 2013

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Ann Arbor Water Treatment Plant Alternatives Analysis, RFP No. 881, on which proposals will be received on/or before Friday December 6, 2013, by 2:00 P.M.

The information contained herein is being provided to assist potential respondents in the review of the RFP.

Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Additions

The living wage and fee proposal forms were missing signature blocks. Copies of the revised forms were provided at the pre-proposal meeting

Changes

Changes to the terms of the Request for Proposal are outlined below and are referenced to a page in which they appear conspicuously.

Page	Change
14	Section 3D: Fee Proposals, 1 st paragraph is revised to read: Fee proposals are to include the names, title, hourly rates, overhead factors, and any other details by which the overall and project element costs have been derived. Rates shall include travel time to and from the site as needed. Travel expenses for non-local SMEs subconsultants, if applicable, must be separately identified . Additional travel expenses will not be honored as part of this contract without written approval from the City, and only for extenuating circumstances under the sole discretion of the City's Contract Administrator.

Questions and Answers

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP.

Q. Can the proposal be spiral bound?

A. Yes

Q. Will there be a limit to the total number of attendees at the interview?

A. Yes, 4 people.

Q. Proposal Terms and Requirements (page 6) states no use of “any plastic covers, binders, or other non-recyclable materials”. Please clarify if recyclable plastic binders are acceptable.

A. Yes

Q. The RFP states (page 14) that travel expenses will not be allowed unless specifically approved for extenuating circumstances. We believe direct interaction with subject matter experts (SMEs) is of great value to project results, and request approval for inclusion of travel expenses for non-local SMEs. May this be included?

A. Yes. See *Change to RFP document noted above*.