

ADDENDUM No. 1

RFP No. 22-73

Comprehensive Land Use Plan

Due: November 21, 2022 by 2:00 P.M. (local time)

The information contained herein shall take precedence over the original documents and all previous addenda (if any) and is appended thereto. **This Addendum includes two (2) pages.**

The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.

The following forms provided within the RFP Document should be included in submitted proposal:

- **Attachment B – City of Ann Arbor Non-Discrimination Declaration of Compliance**
- **Attachment C - City of Ann Arbor Living Wage Declaration of Compliance**
- **Attachment D - Vendor Conflict of Interest Disclosure Form of the RFP Document**

Proposals that fail to provide these completed forms listed above upon proposal opening may be rejected as non-responsive and may not be considered for award.

I. QUESTIONS AND ANSWERS

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

Question 1: Is the city looking for a focused plan on land use and the action steps for implementation, or is the city looking for a comprehensive plan with multiple focus areas (land use, transportation, downtown, etc.) and land use is being emphasized in the RFP due to its importance?

Answer 1: The City will develop a Comprehensive Plan that is inclusive of multiple focus areas, including land use, natural features, downtown, corridors, and neighborhoods. The City has recently adopted a Comprehensive Transportation Plan, so this will not be a primary focus of the proposed work.

Question 2: Does the city anticipate staff supporting engagement efforts?

Answer 2: Yes.

Question 3: Where can I download the RFP?

Answer 3: https://www.a2gov.org/departments/finance-admin-services/purchasing/Documents/RFP_22-73_Document.pdf

Question 4: It appears your intent is to have a final product that is both a stand along comprehensive plan and have that same plan also replace, among other things,

the 2009 Downtown Plan and the Corridor Plan. I am pretty sure I grasp what you are getting at, but could you elaborate?

Answer 4: The intent is to develop a new comprehensive plan, that is inclusive of City goals around downtown, natural features, land use, sustainability, and the typical components that comprise a community's vision.

Question 5: There are stated city objectives in the RFP - Affordability, Equitability, and Sustainability. As written, it appears these are fixed, and any plan going forward accepts these as being fixed. Can you confirm we are understanding this correctly?

Answer 5: These are primary lens by which the City's vision is anticipated to be evaluated against. Other objectives may arise through community visioning discussions as well.

Question 6: Besides (in addition) "Affordability, Equitability, and Sustainability", it appears there's a huge emphasis on the community engagement piece. Can you say more about your hopes for that part of the work?

Answer 6: Community engagement is the foundation for the vision that the comprehensive plan will describe. The City is looking for a partner that develops an ongoing, evolving community strategy, that will be seen as robust, capturing ideas from less-frequently heard people in the community, and clear and focused in described the linkages from engagement to the finished product.

Question 7: Does the organization need a subject matter expert to offer strategies and recommendations based on community engagement? Or, will the learnings from community engagement drive the development of the plan?

Answer 7: Both. The City is seeking a partner with expertise, experience, and energy to help design, implement, adapt, and conduct community engagement. This will include modifying, amending, and/or reshaping community engagement at times to ensure that the ideas generated come from a wide spectrum of people.

Question 8: To what extent is the consultant required to design the graphics, media and maps for the plan?

Answer 8: A significant extent. This consultant team will generate the final product, inclusive of graphics, maps and media to convey the City's vision.

Question 9: Is the City Planning Services team selecting a lead planning firm and the selected firm is to hire the subcontractors? Or is the City hiring the lead planning firm and other (or a) real estate feasibility and valuation consultant(s) separately?

Answer 9: The City is looking to hire a consultant to bring all of the necessary skillsets and expertise to the work. This may be accomplished by in-house expertise of submitters or through presenting a team of multiple firms to conduct the work. While it is possible that specific services are identified through the plan development process, the City does not anticipate hiring multiple sub-contractors for the bulk of proposed work.

Question 10: Is it viable for a firm to submit a Proposal for services to the City which is within the firm's experience, even though such experience does not include participating in a Comprehensive Plan change (i.e. Thus, the scope would be less than the full scope of the RFP.)?

Answer 10: This would likely not be a very competitive proposal to complete the services the City is seeking.

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.