

ADDENDUM No. 1

RFP No. 26-15

EV Charging Station Design and Construction Management Support Services

Due: March 19, 2026 by 11:00 A.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 five (5) 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 C – City of Ann Arbor Non-Discrimination Declaration of Compliance
- Attachment D - City of Ann Arbor Living Wage Declaration of Compliance
- Attachment E - 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.

Q1: If a construction vendor is a subcontractor on proposal, is that means for automatic disqualification?

A1: No, if a contractor is a sub on another proposal, they are not automatically disqualified from future work.

Q2: Will best value procurement be used to score responders, or will this be done as an ITB?

A2: The City will use the scoring as indicated in the RFP to evaluate proposals.

Q3: Is site selection and design paid for under the grant, or is it paid directly by the City of Ann Arbor?

A3: The site selection and design is being paid for through the City's CFI grant.

Q4: Will the pre-construction budget be shared?

A4: No. But the City's winning CFI award is public.

Q5: For sites not owned by City, will city be involved in right of way or easement acquisition?

A5: The City will manage the process of securing easements or usage rights for locations on non-City property, or outside of the City's right of way.

Q6: Are there any particular EV chargers or networks that the City would like used for the project?

A6: The City's main requirement for chargers is ensuring that the units meet all requirements of NEVI Standards and Specifications and the Charging and Fueling Infrastructure Discretionary Grant Program. The City's current EV charging network is furnished by FLO and ChargePoint chargers. Preference would be given to chargers that could be operated off of the ChargePoint application, if all other NEVI standards and specifications are met.

Q7: Does the City plan to use fee as a selection factor?

A7: Please see the evaluation criteria in the City's RFP.

Q8: What does the City define as construction management support?

A8: Required services including construction management support are defined in Section II of RFP 26-15.

Q9: Does the City expect all sites to be bid to a single contractor?

A9: As indicated in RFP 26-15 Section IA, the City intends to award this design scope to a single qualified firm. Multiple awards may be made if no single proposer can meet the full scope in the required timeframe.

Q10: The RFP asks for fees to be broken down on a per site basis, does the City also want this also broken down by phase?

A10: The City would like to see fees broken down by phase, as well as by site.

Q11: Is there a DTE contact the City has regarding this work?

A11: The City does have numerous DTE contacts and will assist the winning contractor(s) with making relevant connections.

Q12: NEVI standards are still asking for CCS1, does the City you want NACs considered?

A12: The systems must be designed in adherence to published NEVI Standards and Specifications.

Q13: Regarding site design, is there anything the City is interested in beyond the chargers? (i.e. Lighting, weatherproofing, etc.)

A13: Required site elements are detailed in the Scope of Services of RFP 26-15, and in the NEVI Standards and Specifications.

Q14. Can you elaborate on the process around easements on private parcels. Is this to be conducted by the selected vendor, or the City?

A14. The City will manage the process of securing private easements. Bidders may be asked for input into this process, such as advising on the location of such easements.

Q15: Is the grant fully executed?

A15: Yes, the City's CFI grant is fully executed. Funds are currently obligated for pre-Construction which includes the activities outlined in RFP 26-15. Construction funds will be accessed once Pre-Construction is complete, and FHWA Division Office confirms the City has met all the applicable Federal, and local requirements including NEPA approval.

Q16: Is there a specific percentage of completion that the City expects for construction drawings at the end of phase 1?

A16: At the end of Phase 1, construction drawings should be detailed enough that the project team can estimate costs to implement and understand overall site complexity. By the end of phase 2, the City expects drawings to be complete enough for construction firms to accurately bid on the work.

Q17: Is there any expectation of the bidder/contractor regarding NEPA and environmental reviews?

A17: The bidder is not responsible for submitting sites through NEPA/environmental review, that work has and will continue to be done by the City and its NEPA contractor.

Q18: Do these sites need to comply with DTE rebate requirements for EV chargers?

A18: The City did not include a DTE rebate eligibility requirement in the RFP.

Q19: Are you looking for sites to receive new electrical services, or to utilize the existing service onsite?

A19: At non-City owned sites, the City does seek to have a new electrical service to supply electricity to the chargers. At City owned sites, the existing service may be utilized.

Q20: Will the City's Best Value Procurement Process be used when bidding out site construction? Or will this be issued as a standard ITB due to NEVI requirements?

A20: The City's intent is that the construction portion of this project will be contracted through a formal solicitation process, following all City procurement requirements.

Q21: Is site selection and design being paid for under the NEVI grant or is the City paying directly for these costs?

A21: The site selection and design phases of this work are paid for by the Charging & Fueling Infrastructure (CFI) Grant through a combination of Federal and City funds.

Q22: RFP talks about a list of 30-45 site hosts. Can that list be shared?

A22: The RFP lists parks, libraries, schools, multifamily apartments, private retail lots, and curbside locations as potential site hosts. The updated list will be shared with the selected contractor as the list has not been finalized yet.

Q23: When is this project expected to go to bid for contractors and what is the expected start date for construction?

A23: Under Section II. Timeline: The City expects to go to bid immediately upon completion of all Phase I: Pre-Construction work no later than January 2027.

Q24: Will the city be doing front end documents (Division 0 specifications) for bidding, or does our team need to carry that?

A24: The City has standard construction contracts and vendor/bid forms that will be used when bidding the work out for construction. The City does expect the selected contractor in this RFP will complete the bid drawings for a formal solicitation focused on the construction of these systems.

Q25: Will all sites be bid to a single contractor/single package, or should we plan on working with multiple teams during construction?

A25: The City's priority is getting the EVSE installed and activated within the required grant timeline. The City's preference would be to work with a single construction vendor, but the City may have to entertain working with multiple firms if the required timeline cannot be met by a single firm.

Q26: What is the estimated split between Level 2 and DCFC stations?

A26: The City's initial proposal includes the installation of roughly 48 total charging ports, of which 36 are Level 2 and 12 are DCFCs.

Q27: Do you anticipate that Civil Engineering site plans will be required for each selected Phase 2 site to diagram any striping changes, EV signage, ramping, bollards, etc.?

A27: Yes, the City expects to have construction drawings complete to the point that construction vendors can use the drawings to provide accurate bids to the City for implementation.

Q28: Will a portion of the sites need to be planned for ADA accessibility?

A28: Yes, ADA accessibility should be planned for at each site in accordance with the NEVI standards and specifications (23 CFR 680).

Q29: Are there weather protection requirements that are needed such as canopies or shelters for Sites and Charging Stations?

A29: Requirements of the EVSE are detailed in the NEVI Standards and Specifications (23 CFR 680).

Q30: Are there payment system requirements for Charging Stations?

A30: EVSE requirements, including payment methods, are available in the NEVI Standards and Specifications (23 CFR 680).

Q31: Section H Type of Contract in RFP states, "The City will not entertain changes to its Professional Services Agreement." Could the City please clarify if offeror is able to comply substantively to the terms of the PSA but would like clarifying language negotiated, is this allowable?

A31: Offerors are free to propose changes to the Professional Services Agreement in their proposal response.

Q32: Will a copy of the pre-proposal meeting attendees be provided?

A32: See attached.

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



City of Ann Arbor Purchasing Pre-Proposal Meeting Sign-In Sheet



RFP# 26-15 - EV Charging Station Design and Construction Management Support Services

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16.				

Opened By: _____