

ADDENDUM No. 1

RFP No. 26-16

Roof Repair and Replacement Services in Bryant Neighborhood of Ann Arbor

Due: March 11, 2026 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 three (3) 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**
- **Attachment G - Prevailing Wage Declaration of Compliance**

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: Will the contract be awarded at fixed pricing based on the fee proposal?
Answer 1: No. Selected contractors will submit a quote for approval for each individual job based on a site visit and the specific conditions and needs at that site.

Question 2: Will you be selecting the lowest bid?
Answer 2: No. Contractors will be selected based on scores across four equally weighted categories: (1) professional qualifications, (2) past involvement with similar projects, (3) proposed work plan, and (4) fee proposal.

Question 3: Within the fee proposal submission, does the cost proposal for the full roof replacement assume a full tear off and new decking?
Answer 3: Yes. Within the cost proposal, use the following assumptions: a) 1,500 square foot single story gable roof, b) full tear-off, c) 7/16 OSB decking with underlayment, and d) architectural shingle with a solar-viable warranty.

Question 4: Are there shingle and shingle warranty requirements, particularly related to solar?
Answer 4: Selected contractors are required to use an architectural shingle that has a warranty that is not voided when solar panels are installed by a qualified solar installer.

- Question 5: Will solar panels be installed on these roofs?
Answer 5: Yes. This work is intended to make these roofs solar-ready.
- Question 6: What type of attic vents do these homes have, and will we be moving them to maximize solar space?
Answer 6: Most homes in Bryant have soffit vents. Vents will generally not be moved but may be on a case-by-case basis if deemed necessary to fit the proposed solar configuration.
- Question 7: Are there any lead abatement requirements?
Answer 7: No.
- Question 8: Are the contractors responsible for sourcing their materials, or will the City provide the shingles?
Answer 8: Contractors are responsible for sourcing all materials, tools, and equipment.
- Question 9: Does the City of Ann Arbor require pulling a permit for a residential roof installation?
Answer 9: No.
- Question 10: Can you share the specifications of the solar installation with the roofing contractor ahead of the roofing installation?
Answer 10: Specifications of the number and size of the solar panels, and general roof placement, will be shared with the selected roofing contractors site-by-site as they are assigned. The exact panel placement is not determined at that stage.
- Question 11: How will completion verification work, and will we need to provide photos?
Answer 11: Selected contractors must document their work with photos, which they will share with the designated project coordinator via email to verify completion. The project coordinator may also inspect the completed work for additional verification.
- Question 12: Will the roofers be responsible for installing ice guard protection for solar?
Answer 12: No. If and when snow and ice guards are needed for safety, they will be installed by the solar contractor.
- Question 13: Where is the HVAC currently vented for these homes?
Answer 13: In most homes, the HVAC is vented outside through an external wall and not through the roof.
- Question 14: Will there be other work happening on these homes concurrently with roofing?
Answer 14: Yes. The roofing is one part of a larger project providing Bryant residents with home upgrades. Other upgrades homes may be receiving along with roofing include insulation and weatherization, electrical updates, appliance replacements, and crawlspace encapsulation.
- Question 15: Are there any bond requirements?
Answer 15: No.
- Question 16: Is the roofer responsible for fascia and gutter repair and replacement?
Answer 16: The roofing contractor is responsible for repairing and replacing any fascia and gutters damaged by the contractor during installation. If fascia and gutters are damaged or in disrepair prior to the beginning of the roofing work, the contractor may include costs for repairs and replacements in their quote when necessary for the new roof to perform adequately.

Question 17: What is the roofing contractor responsible for and what should they do if they encounter unforeseen issues like mold, pests, and/or structural problems?

Answer 17: If such an unforeseen issue is identified and needs to be addressed, the roofing contractor should immediately pause work and contact the project manager to inform them of the situation. Next steps will be identified by the project manager on a case-by-case basis.

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