

## **ADDENDUM No. 1**

### **RFP No. 937**

## **Sanitary and Stormwater Systems Asset Management Plan**

**Due: February 2, 2016 at 2:00 P.M.**

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Sanitary and Stormwater Systems Asset Management Plan RFP No. 937 on which proposals will be received on/or before February 2, 2016 at 2:00 P.M.

The information contained herein shall take precedence over the original documents and all previous addenda (if any), and is appended thereto. **This Addendum includes 18 page(s).**

**Offeror 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 will be considered nonconforming.**

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

- City of Ann Arbor Non-Discrimination Ordinance Declaration of Compliance
- City of Ann Arbor Living Wage Ordinance Declaration of Compliance
- Vendor Conflict of Interest Disclosure Form

**Proposals that fail to provide these completed forms listed above upon proposal opening will be deemed non-responsive and will not be considered for award.**

### **I. ADDITIONS**

The Bidder is to take note in its review of the documents and include these changes as they may affect work or details in other areas not specifically referenced here.

Additional documentation provided - see attached

- Sign-In Sheets from Mandatory Pre-Proposal Meeting held January 15, 2016 at 11:00 a.m.
- Presentation Slides from Mandatory Pre-Proposal Meeting held January 15, 2016 at 11:00 a.m.

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

## MEETING SIGN-IN SHEET

**PROJECT: Sanitary and Stormwater Systems Asset Management Plan  
Pre-Proposal Meeting**

**RFP No.: 937**

**Date: 1/15/2016**

PLEASE PRINT CLEARLY (Only represented consultants may submit a proposal)

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		City, State:	Zip:	Cell:

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		Address:	Office:	
		City, State:	Zip:	

City of Ann Arbor - Sanitary and  
Stormwater Systems Asset  
Management Plan  
Pre-Proposal Meeting

January 15, 2016

# City Staff Introduction

**Sign-In Sheet**

# Proposal Requirements

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- ▶ Page Limit – 100 pages (**50 sheets double sided**) including required Attachments A - D
- ▶ Work Plan – Individual Person Hours must be included in the work plan
  - ▶ Separate Work Plans are required for each utility system
- ▶ Fee Proposal - Break out costs for each utility system separately \*same envelope



# Information Available

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- ▶ City's 2007 Stormwater Study \*PDF
- ▶ Sanitary Sewer Wet Weather Evaluation Project Final Report
- ▶ Stormwater Modeling Project Final Report
- ▶ 2015 Water and Wastewater Capital Cost Recovery Study
- ▶ City's 2016-2021 Capital Improvements Plan
- ▶ GIS layers available for viewing (available via *mapAnnArbor*)
- ▶ Stormwater and Sanitary Sewer City GIS Layers \*NDA
- ▶ Financial Information for Public Services Area Administration, Maintenance and Operations and Capital Costs



# Available to selected consultant

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- ▶ Historical maintenance records
- ▶ As-built plans for public storm and sanitary sewers (PDFs available through staff to selected consultant upon execution of a Non-Disclosure Agreement)
- ▶ Documented system cleaning schedules
- ▶ 6700 Digital CCTV Videos of pipe segments available for viewing
  - ▶ Available since 2012
  - ▶ PACP scoring not performed



# Schedule

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<b>Activity/Event</b>	<b>Anticipated Date</b>
Written Question Deadline	January 21, 2016 at 3:00PM
Proposal Due Date <i>**delivered to Customer Service - 1<sup>st</sup> Floor - City Hall</i>	February 2, 2016 at 2:00PM
Interview Consultants	Week of February 22, 2016
Tentative Award and Notice to Proceed	May 2016

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# Project Goals

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- ▶ Establish a strategic and proactive plan for management of the Systems that shall:
  - ▶ Enable staff to quickly assess existing conditions of assets in each system
  - ▶ Optimize existing operations and maintenance procedures
  - ▶ Optimize use of available capital investment dollars
  - ▶ Identify resource needs (e.g., equipment, staffing, funding, technology)



# Scope

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- 1 – Asset Inventory
- 2 – Condition Assessment
- 3 – Determine Remaining Life of the Assets
- 4 – Analysis of Life Cycle and Replacement Costs
- 5 – Determine Target Levels of Service
- 6 – Determine Criticality of Systems Assets (Risk of Failure)
- 7 – Formalize Optimal O & M Program
- 8 – Formalize Optimal Capital Improvement Program
- 9 – Establish Sustainable Funding Strategy
- 10 – Generate Asset Management Plan
- 11 – Public Engagement
- 12 – Software Selection and Implementation

# Data Collection

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- ▶ GIS and Cityworks demo
  - ▶ Chris Elenbaas



# Budget

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- ▶ CIP Budget includes Sewer Cleaning/Inspection Contractor (Condition Assessment)
  - ▶ Not included in consultant's contract
- ▶ CIP Budget includes software purchase
  - ▶ Included in consultant's contract



# Collaboration/Integration

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- ▶ **Collaboration/Integration of parallel projects**
  - ▶ Stormwater Level of Service Analysis - will be completed by separate consultant
  - ▶ Green Infrastructure Asset Management Plan - will be completed separately in-house
  - ▶ Water/Sewer Rate Study - FY2017 - will be completed by separate consultant (TBD)





# Questions