

# ADDENDUM No. 1

## RFP No. 26-30

### Hazard Mitigation Plan Update

**Due: June 4, 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 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.

Question 1: Could you please confirm the funding source for this project?

Answer 1: The City of Ann Arbor General Fund.

Question 2: Is the client willing to disclose a project budget or not-to-exceed amount for this effort?

Answer 2: The project budget is not to exceed \$175,000.

Question 3: Will potential interviews be conducted in person, or is a virtual option available?

Answer 3: Interviews will be conducted virtually.

Question 4: Has the vulnerability assessment laid out in the scope of work section been performed previously?

Answer 4: Yes.

Question 5: Is the current version of the Hazard Mitigation Plan public?

Answer 5: Yes, it can be found on the City of Ann Arbor's Emergency Management website.

- Question 6: Will the University of Michigan and Washtenaw County only be involved regarding their properties that fall within the City?  
Answer 6: Yes. It should be noted that the University of Michigan is a separate legal entity and the City has no legal jurisdiction on their campus.
- Question 7: Has the City compiled a list of shovel-ready projects they would like prioritized for Hazard Mitigation funding?  
Answer 7: Creating this list during the HMP update process is something the City wants to prioritize.
- Question 8: Does the Stormwater Comprehensive Plan being developed take into consideration increased precipitation and climate change?  
Answer 8: Yes.
- Question 9: Where can the Engage page for the Stormwater Comprehensive Plan be found?  
Answer 9: <https://engage.a2gov.org/storm-water-comprehensive-plan>
- Question 10: Will the City of Ann Arbor Office of Emergency Management accept additional insured forms equivalent to ISO forms CG 20 10 07 04 and CG 20 37 07 04?  
Answer 10: The City is open to accepting equivalent forms.
- Question 11: Can we add project sheets to our response or just the project list?  
Answer 11: Yes.
- Question 12: In what format would the City prefer meetings, outreach event, workshops, etc. to take place in (in-person, virtual, hybrid)?  
Answer 12: We would like to see a combination of in-person, virtual, and hybrid gatherings. We are interested in working with the selected firm on what the format should be for particular planning meetings and engagement events.
- Question 13: Can the City provide guidance regarding its expectations for engagement outcomes and performance measures, including whether the City has established target public participation goals, demographic representation objectives, or other specific indicators of engagement effectiveness?  
Answer 13: Following what we did during our last hazard mitigation plan update, we intend to form a hazard mitigation engagement planning team that would help develop these metrics, in partnership with the selected firm.
- Question 14: Can the City elaborate on its desired level of CRS improvement, including whether the primary objective is maintaining the City's current CRS standing while identifying opportunities for incremental improvement, or if there are specific CRS point objectives the City would like proposers to consider?  
Answer 14: Our primary object is to maintain a CRS Class Rating of 6, but identifying additional opportunities for CRS improvement is encouraged. Please note the Floodplain Management Planning 10-step planning process outlined in the [2025 CRS Coordinator's Manual](#).
- Question 15: To what extent will the selected contractor need to integrate the city's climate action planning/progress into the HMP?  
Answer 15: It is expected that the MHMP will be in lock step with the City's climate plan. The City already tracks its progress on climate action and it is expected this information will inform and be integrated into the City's MHMP.

Question 16: What are the city's expectations with respect to incorporating climate change data and climate projections into the HMP? Does the city have downscaled data it uses across planning efforts?

Answer 16: The City fully expects future climate projections will be integrated into its MHMP. The City does not, however, run its own climate modeling so bidders must describe what data they propose using and why to ensure the City is fully prepared for existing as well as future changes in climate.

Question 17: What is the rough budget for this effort?

Answer 17: Answered on question 2.

Question 18: The RFP states that one of the deliverables is a list of grant-eligible mitigation projects that can be submitted as grant funds become eligible. At the pre-bid meeting, there was discussion of developing "shovel-ready projects," which indicates advancing the projects farther along design and implementation than a grant-eligible project. Please clarify the city's expectations for the mitigation project list.

Answer 18: The city expects grant-eligible projects.

Question 19: Does the City have a budget range allocated for this initiative?

Answer 19: Answered on question 2.

Question 20: Are there specific enhancements the City is interested in seeing for the 2027 hazard mitigation planning process from the prior 2022 and 2017 processes (e.g., deeper level of analysis envisioned for mitigation action implementation planning than has previously been conducted)?

Answer 20: The City values each 5-year update and sees it as opportunity to develop a more comprehensive and equitable hazard mitigation plan. We would like to continue to gain a deeper understanding of future climate impacts and develop an actionable mitigation plan that is supported by sustained community engagement.

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