

ADDENDUM No. 1

RFP No. 25-27

General Civil Engineering and Surveying Services

Due: June 12, 2025, at 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 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: Does the respondent have to be able to show qualifications for all areas of the requested scope in the RFP? If so, will the City entertain teaming arrangements in order to fulfill all areas of the requested scope?

Answer 1: The City expects the proposing firm to be capable of handling general Civil and Survey assignments. To achieve this, the City will entertain teaming arrangements as a way for respondents to collectively fulfill all areas of the required scope.

Question 2: Is the City anticipating to select one or multiple firms for this contract?

Answer 2: The City anticipates selecting multiple firms should multiple firms provide favorable qualifications and pricing.

Question 3: What is the anticipated duration of the contract?

Answer 3: Two years or when the value authorized by Council is expended.

Question 4: How many firms will be selected for this as needed services contract?

Answer 4: The City anticipates selecting two or more firms for this contract. The exact number of firms will depend on the quality and quantity of the submissions received.

Question 5: How many tasks were issued under the last as needed contract?

Answer 5: A total of twenty work statements were issued between four firms under the 2023 General Civil Engineering and Surveying Services contract.

Question 6: What type of projects do you anticipate being done under this contract?

Answer 6: The types of projects anticipated under this contract are detailed in Section II, Part D. Based on past contract work, anticipated projects may include, but are not limited to: surveying, planning, and designing infrastructure such as roads, underground utilities, sidewalks, and various other components related to capital improvements.

Question 7: Is past experience with the City of Ann Arbor required? If you do not have any past project experience with the City of Ann Arbor will that impact our score in the past involvement with similar projects evaluation section?

Answer 7: No, past experience with the City of Ann Arbor is not required. Past performance with City of Ann Arbor projects will impact a firm's score. Not having experience with the City will not count against a firm's score.

Question 8: Upon selection, will firms be able to include Work Statements, or similar, in the final contract Exhibits?

Answer 8: Yes, upon selection, a chosen firm will enter into a Professional Services Agreement with the City. The firm will be assigned specific projects, for each of which a Work Statement with the assignment scope of services and compensation will be developed and executed under the terms and conditions of said Professional Services Agreement.

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