

ADDENDUM No. 1

RFP No. 19-39

SKATEPARK LIGHTING DESIGN

Due: December 17, 2019 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 must be included in submitted proposal:

- **Attachment C – Non-Discrimination Declaration of Compliance Form**
- **Attachment D – Living Wage Declaration of Compliance Form**
- **Attachment E – Vendor Conflict of Interest Disclosure Form**

Proposals that fail to provide these forms listed above upon proposal opening will be rejected as non-responsive and will 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: Is there any existing lighting located on site at the Skatepark?

Answer 1: There is not any existing lighting at the Skatepark site itself but there is lighting along the adjacent roadways and at nearby ball fields within Veterans Memorial Park.

Question 2: For the photometric study, would it be conducted in the field or electronically?

Answer 2: This could be up for discussion but the original intent was that it be conducted in the field.

Question 3: Is there an existing survey of utilities on site?

Answer 3: There were surveys done before the Skatepark was built but there are no existing surveys of the Skatepark's current condition. The surveys from before the Skatepark was built are available. Additionally, there is information available on City-owned utilities on site.

Question 4: Is there a geotechnical report from when the Skatepark was originally constructed?

Answer 4: Yes there is a geotechnical report available.

Question 5: Are there AutoCAD files of the Skatepark site and Veterans Memorial Park available for use?

- Answer 5: There are AutoCAD files of the Skatepark site that are available, but they do not necessarily reflect the asbuilt condition. There is not an AutoCAD file of the entire Veterans Memorial Park available.
- Question 6: Do you anticipate hosting any events or competitions at the site?
Answer 6: Yes events and occasional competitions may be held at the site.
- Question 7: Will there be a public engagement component to the project?
Answer 7: The extent of public engagement will likely focus on presentations to the Skatepark Advisory Commission and the Parks Advisory Commission. There is no project-specific public meeting anticipated at this time.
- Question 8: Is the Skatepark closed at any time for security purposes?
Answer 8: The Skatepark is open year round and is not closed at any time.
- Question 9: Is there a desire for security cameras or seasonal lights?
Answer 9: There is not currently a desire for security cameras or seasonal lights as part of this project.
- Question 10: Were any conduits installed at the Skatepark when it was built?
Answer 10: No conduits were installed.
- Question 11: Are there any drawings of the electrical building or controls available?
Answer 11: No drawings are available
- Question 12: Is the work plan for the design phase only?
Answer 12: Yes the work plan is for the design phase only.
- Question 13: Is there an anticipated amount of grant funding you intend to apply for?
Answer 13: The intent of this project is to develop an estimate of probably costs to determine grant feasibility. As of right now, there is no anticipated amount of grant funding.
- Question 14: Is it safe to assume that for the purpose of developing a proposal that the existing electrical service on the site property has the capacity to support the new proposed electrical lighting load, and that a new or upgraded electrical service to the site will not be required?
Answer 14: There has been no study to confirm the current electrical services, but for the purposes of developing a proposal, respondents can assume that the existing power will support the proposed Skatepark electrical lighting load.
- Question 15: Is there any information on the existing DTE power on the Skatepark site or in the nearby baseball field?
Answer 15: There are DTE electric facility maps of the park available.
- Question 16: The As-Built Drawing in the RFP will be available as an AutoCAD file?
Answer 16: The background linework of the as-built drawing will be available as an AutoCAD file, but the red "markup" content is not available.
- Question 17: Under Required Consultant Qualifications it states "The consultant must have relevant expertise and experience in the designing lighting for skateparks, or similar types of projects". What are some examples of "similar types of projects"?
Answer 17: Experience designing lighting for skateparks is a preferred qualification. In lieu of skatepark specific experience, respondents may discuss experience on projects with a similar amount of complexity as a skatepark and/or other outdoor activity or recreation venues. Examples of such projects shall be determined by the respondents.

Question 18: It will be assumed for the purpose of developing a proposal, that the City does not have as built documentation of the existing electrical distribution of services currently installed on the park property.

Answer 18: Correct, there is not asbuilt documentation of the existing electrical distribution within Veterans Memorial Park, aside from what is available from DTE.

Question 19: It will be assumed for the purpose of developing a proposal, and inferred in the RFP (page 11), that the City does not have a civil survey of the site, and that surveying services for this project will be provided only as it relates to the skate park lighting project, and that a survey of the entire property will not be required.

Answer 19: The City does not have a civil survey of the Skatepark available. The City will not provide surveying services for the Skatepark site unless they are requested by the respondent. It is the City's intent that the respondent provide surveying services as needed for the work, but if the respondent does not offer such services they may request that the City provide this. The City does not foresee the need for an entire survey of Veterans Memorial Park at this time.

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