

ADDENDUM No. 1

RFP No. 967

Greenbelt and Parkland Acquisition Program Services

Proposals due: May 5, 2016 by 2:00 P.M. (local time)

The following adjustments shall be made to the Request for Proposal RFP No. 967 for the Greenbelt and Parkland Acquisition Program Services on which proposals will be received on, or before, May 5, 2016 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 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 will be considered non-conforming.

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

- Attachment B – Legal Status of Respondent
- 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

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. 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.

- Q1. Our firm has a Certificate of Authority to operate in MI but is not incorporated in Michigan. Is this a problem? We have not considered this question in the past but our attorney raised it so I want to be 100% sure we are attesting to the contract correctly.
- A1. A Certificate of Authority is acceptable. Please include a Copy of Certificate with proposal response.
- Q2. Do you want to see the scope of work for the entire 3 years or just the 18 months?
- A2. 18 months – if extended the City will revise scope.

Q3. We are not clear on the number of copies for the proposal-3 or 5 copies?

A3. Please provide five (5) copies.

Q4. How often do the Greenbelt Advisory Commission and the Park Advisory Commission meet?

A4. Each Commission meets once a month.

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