

**ADDENDUM No. 1**  
**RFP No. 24-37 - As-Needed Traffic Count Services**

**Due: June 13, 2024 by 11:00 A.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 one (1) page.**

**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 B – City of Ann Arbor Non-Discrimination Declaration of Compliance**
- **Attachment C - City of Ann Arbor Living Wage Declaration of Compliance**
- **Attachment D - 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: Page 13 states proposals should be no more than 10 sheets of paper and 15 sides. Is this a typo? Are we allowed 10 double sided sheets, equaling 20 pages?

Answer 1: Yes, that was a simple typo. Proposals should not be more than 10 sheets (20 sides), not including required attachments and resumes.

Question 2: Can you confirm that the FHWA 13 Vehicle Classification (Scheme F) is not required for this contract? Or can you clarify what is meant by “vehicle classification shall minimally include personal use vehicles; light, medium, and heavy trucks; and busses.”?

Answer 2: Incorrect. Scheme F would be needed for some locations. Other locations could be conducted using fewer bins. Prices for both count types should be provided.

Question 3: Do you have a set price schedule table with a full list of potential study/count types and their respective durations that you would like us to use? Or do you only require the types listed in the scope of services for 24 and 48 hours?

Answer 3: No, the City does not have a full set of study locations at this point in time. We are anticipating only including the 24 and 48 hours counts in this contract.

Question 4: Are you willing to accept all-inclusive unit rates for count types instead of the hourly staff rates?

Answer 4: Yes, the city will accept an all-inclusive unit rate by count type. The City reserves the right to request clarifications on fees proposals received, if necessary.

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