

ADDENDUM No. 1

RFP No. 934

ORGANICS MANAGEMENT PLAN

Due: September 21, 2015 at 10:00 A.M.

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Organics Management Plan RFP No. 934 on which proposals will be received on/or before September 21, 2015 by 10:00 P.M.

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 page(s).**

Offeror 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 nonconforming.

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 3 of the RFP indicates that an update to the City Council on organics management is due by December 1, 2015. Page 10 of the RFP indicates that a consultant contract would be executed on November 3, 2015. Given these dates, what is the due date for the consultant to complete the study, including public participation, as detailed in the Project Goals section on pp. 4-6 of the RFP? In other words, does the City expect the study to be completed by December 1, 2015 (which would allow only 30 days to perform the work), or some later date (and if so, what is that later date)?

Answer 1: At this point the City anticipates the final study to be presented within one year after the agreement is signed in November 2015. Ultimately, the City is expecting the contractor to propose a work plan with a proposed end date on or before November 2016.

Question 2: How much do you have budgeted for this project?

Answer 2: It is the contractors job to provide to the City a cost for the tasks proposed in the RFP.

Question 3: Who will be the internal project team for the City on this project?

Answer 3: Staff selected from Project Management.

Question 4: Is this plan being developed as part of a larger regional plan (i.e. Washtenaw County or larger)?

Answer 4: No, it is a local City of Ann Arbor plan only.

Question 5: What regional resources are being used to support this project (funding for the plan, advisory committee, stakeholders)?

Answer 5: None, this is a local City of Ann Arbor plan only. City funds will be used. County staff may be involved in an advisory group.

Question 6: Can the time for the submission deadline be moved later in the day on September 21? Given that the proposals are due on a Monday and the Customer Service Department is not available until 9 AM to accept submissions, this leaves a very narrow submittal window available.

Answer 6: No change has been made to the due date and time and Offerors are encouraged to submit their proposal at any time ahead of the due date and time.

Question 7: Please clarify whether the proposal is to be a total of 10 sheets of paper (which, when double-sided, equates to 20 pages of content) or a total of 10 single-side pages of content.

Answer 7: Offerors should be as succinct as possible and are encouraged to use not more than 10 sheets of Letter (8.5" x 11") sized paper, double sided for a total of 20 pages of content excluding resumes and past project descriptions.

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