

ADDENDUM No. 1

RFP No. 22-05

WWTP PROFESSIONAL ENGINEERING SERVICES

Due: January 25, 2022 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 B - Non-Discrimination Declaration of Compliance**
- **Attachment C - Living Wage Declaration of Compliance**
- **Attachment D - Vendor Conflict of Interest Disclosure Form**

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 ITB. Bidders are directed to take note in their 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: Do you want to see overhead rates?

Answer 1: The City would like to see fully loaded billing rates. If you want, you may include the base rate and multiplier used to develop the fully loaded billing rates.

Question 2: Is there a specific format you would like to see the billable rates in?

Answer 2: Please see the answer to question #1.

Question 3: Is the WWTP and Lift Station Asset Management Plan developed yet and if so, could we receive a copy?

Answer 3: The Asset Management Plan you requested is not fully complete at this time and will not be shared in its current form.

Question 4: Does AA anticipate needing Geotechnical and Subsurface Utility Engineering (SUE) Services/

Answer 4: At the present time, there is no anticipated need for Geotechnical or SUE services. As you know, there are other engineering disciplines or services that were not specifically identified in the RFP but may be needed in the future. With that in mind, a summary of your firm's capabilities may be useful to the selection

committee.

Question 5: Cyber security is one of the major risks that is in corporate America. Our company is taking precautions to mitigate our risks and one of the things we are doing is removing the use of external flash drives/hard drives. Is there another form of electronic file transfer that would be acceptable to the City of Ann Arbor, like file sharing from Microsoft One Drive, instead of the requirement of submitting a flash drive with our proposal information on it?

Answer 5: The submission requirements as provided within the RFP Document apply. If you prefer, you may submit the proposal on a DVD.

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