

ADDENDUM No. 1
RFP 919, Playground Improvement Services
City of Ann Arbor
Due: Thursday, December 18, 2014 by 10:30 a.m.

The following changes, additions, and/or deletions shall be made to the Request for Proposal for Playground Improvement Services, RFP No. 919, on which proposals will be received on or before 10:30 A.M. Thursday, December 18, 2014

The information contained herein is being provided to assist potential respondents in the review of the RFP. This Addendum includes 13 pages.

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.

Respondent is to acknowledge receipt of this Addendum No. 1 in its Proposal Submittal Letter.

I. CORRECTIONS/ADDITIONS/DELETIONS

Section V: Sample Professional Services Agreement is deleted and replaced with the sample Agreement attached to this Addendum No. 1.

II. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP.

Question #1: We do not currently have this type of policy (e.g. professional liability) as it is not typically required in our line of work and our insurance provider has not recommended that we should need it, is this something that is indefinitely required?

Answer: The Selected Company(ies) will be responsible for providing safety inspections, construction/repairs and oversight services. It is expected that the selected Company(ies) will carry Errors and Omissions insurance coverage

Question #2: Typically our Manufacturer will provide us with the additional required certificates with listing [Company X] as additionally insured on their rather substantial policy which covers us for "Umbrella/Excess Liability". Since these are playground improvements and we may or may not be using this manufacturer solely they will not provide us with this certificate. Is this policy something that is indefinitely required also?

Answer: Umbrella/Excess Liability Coverage may be provided by the Manufacturer for both the Company and the City of Ann Arbor or the Company may, if this is not possible under its agreement with the Manufacturer, provide Umbrella/Excess Liability Coverage.

Question #3: Can I get some clarification/Copy of Exhibit B – fee information

Answer: That information is to be provided by the contractor. The Fee Schedule explains what is being asked to be supplied for the proposal in Section III, Minimum Information Required.

Question #4. Is there unit pricing that should be supplied for specific services?

Answer: No, for each project, the selected contractor will be asked to provide pricing for each particular project.

Question #5: What is the total scope of work that may be expected in this contract, what kind of specific services and products?

Answer: Section II outlines the types of services that may be expected. At this point, there is not a specific scope or products specified. The City of Ann Arbor has and purchases from multiple playground equipment suppliers, so there will not be a single vendor.

Question #6. If replacement products/broken playground equipment is needed for repairs, who is responsible for purchasing and arranging the parts?

Answer: The contractor may be asked to identify the parts, and at this point it is anticipated that the city would purchase the equipment, but there may be instances when the contractor will be asked to order equipment, especially if there are minor parts needed for repair work.

Question #7: Will there be any new playground equipment ordered under this contract?

Answer: Yes, it is anticipated that there will be new playground equipment that will be ordered and installed under this contract.

Question #8: How many firms are going to be hired? Will you have enough work for more than one?

Answer: Most likely one, possibly two.

Question #9: Is the contractor expected to do design work?

Answer: The contractor will not be doing design work, however, they may be asked to assist with layout and field changes.

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