



Addendum #1

RFP # 20-010

Sugar Hill Trails Concept

January 22, 2020

Questions and Clarifications

- 1.1. Schedule I asks for all completed public projects in the last three years. Can we provide a representative sample.

Answer: Yes, a representative sample is acceptable.

- 1.2. With the questions due a week before the final submittal date would the city consider extending the deadline for an additional week in order for offerors to be able to adjust proposals based on the city's responses?

Answer: Potentially, depending on the nature of the questions.

- 1.3. What is the ARC deadline for completion of this study?

Answer: October 31, 2020

- 1.4. Schedule A-It says for us to include info and resumes for "each and every" business owner. Our firm has majority owners, and dozens of minor employee owners, many of whom would not be involved in a project like this. Will it be ok to only list resumes and info for the majority owners, given there's a page limit?

Answer: Only listing majority or relevant owners is acceptable.

- 1.5. Schedule B-It says you want 2 copies of each resume. Given there's a page limit, do you really want 2 copies of each resume here?

Answer: Only one copy is needed.

- 1.6. Schedule H-Credit References. Because we're an engineering/planning firm, and not a construction company, we do not have suppliers/vendors, etc. the way construction companies do, nor do we have multiple creditors like construction companies may have. We only have one bank, which is our only creditor. It says we "must" provide 5 creditor references. Will just our one bank reference suffice?

Answer: Yes, one credit reference will suffice.

- 1.7. Schedule I-It says we are 'required to list all completed public projects". Note....we are a large firm and have hundreds of projects each year, most of which are public. Given there's a page limit, how do you want us to respond here?

Answer: List the most relevant projects in the given space.

- 1.8. Schedule G – Project References includes space for owner and designer references for each project. Do we need to include both owner and designer references for each project, or will just an owner reference suffice?

Answer: Just owner reference will suffice.