

**Request for Proposals (RFP)
Professional Maintenance and Asset Management
for Water Towers-Re-Release
Addendum #1**

To: All Prospective Firms
From: Doug Crabill, Assistant to the Director of Administration
Date: January 14, 2014
Re: Questions/Answers Asked During Original RFP Process

Question 1): Who will define the scope of work for each tank? The city? The selected contractor? Combination of the two?

Answer 1): The general scope of services is outlined in Section IV (Scope of Services). The actual contractual scope will be further defined by the selected firm with input from the city. The final scope will be based on recommendations made by the selected firm to the city, including the results of inspections made by the selected firm. In addition, the city has prior inspection information that may be referenced during the process of determining the scope of work. Ultimately, the final scope of work will be developed after the selected firm has been chosen and after the selected firm has inspected each of the tanks in order to provide recommendations.

Question 2): Have any paint samples been done on the tanks to determine if any lead is present on any of the tanks?

Answer 2): No, paint samples have not been taken to determine if lead is present on any of the tanks.

Question 3): I assume at this point you do not expect any kind of pricing submitted since the scope of work has not been defined? Correct?

Answer 3): Pricing is not part of the selection process as outlined in Section VII (Selection Criteria), and the selection of the top ranked firm will be qualification based as outlined in this section. However, firms are asked to respond to Item J under Section VIII (Proposal Format). The response to this specific item will be used as a starting point when contract negotiations begin with the top ranked firm. Item J is merely requesting general budgetary pricing for the types of services to be performed. Ultimately, the final project budget will be derived during the negotiation process and after the tanks have been thoroughly inspected by the selected firm.

Question 4): At what point can we climb the tanks? Will this be done once the RFQ is awarded?

Answer 4): The selected firm will be allowed to climb the tanks after the top ranked firm has been selected and initial contract negotiations have begun. Prior to final contract negotiations, the selected firm will be permitted to climb each of the tanks in order to comprehensively inspect the tanks and provide recommendations and pricing.

Question 5): In section VII of the RFQ labeled "Selection Criteria", there is a criteria of Project Methodology. Can you explain what you are looking for in Project Methodology? Is this the method that we will use to determine the scope of work needed for each tank or is the method we will use to perform the actual work? Or, is it something different? I just want to make sure I answer the question properly.

Answer 5): This is a general scoring category, and scoring for this category will be based on each firm's response to the proposal format outlined under Section VIII (Proposal Format). Specifically, items F, G, and H of Section VIII (Proposal Format) will determine the scoring for this section. These items will essentially detail how the firm plans to undertake the work and deliver the desired results under the maintenance and asset management program.