



PURCHASING

September 30, 2025

MEMO TO: Prospective Bidders
FROM: Kimberly Toon, Purchasing Manager
SUBJECT: **Addendum #1:** RFQ_On-Call Services for Dam-Related Projects
DUE DATE AND TIME: **OCTOBER 7, 2025; 2:00 p.m.**

1. The Bid Documents are hereby modified per the attached Addendum #1 dated September 30,2025. To include the following:

a. Question & Answer:

Question: How does this Dams On-Call differ from the previous Dams On-Call that is currently active (under RFQ COF1516617)?

Answer: Projects related to various dam-related projects to include inspection, design, and construction oversight as outlined in the scope of work will be selected from this RFQ – COF1516975.

Question: Is this On-Call specific to the work requested on College Lake Dam (as stated in the RFQ under the Scope of Work) or, is it also for additional dam work outside of College Lake Dam (or both)?

Answer: In Section 4 – Scope of Work, Section 4.1 describes general on-call dam services, while Section 4.2 includes a specific task order for College Lake Dam Retrofit.

Question: What level of support do you anticipate needing from a consultant for easement acquisition?

Answer: The expectation is that the consultant will provide technical support such as mapping, plats, legal descriptions and documentation to support acquisitions, but not manage negotiations or acquisitions directly.

Question: Does the City intend to manage the easement acquisition process internally, with the expectation that the Consultant support will be limited to the development of maps and plats?

Answer: Yes, the City intends to manage negotiations and acquisitions internally. The RFQ points to consultants providing technical support materials (maps, plats, legal descriptions) rather than managing negotiations or acquisitions directly.

Question: Once a consultant is selected, will they work directly with the City, or will coordination be managed through a City-appointed project manager (e.g., an independent consultant)?

Answer: Consultants will coordinate directly with the City's staff.

2. The foregoing changes shall be incorporated in the Bid Documents, and a copy of the Addendum #1, signed by the Bidder, must accompany the Bid to indicate the Bidder's familiarity with the changes.

a. Question & Answer

Bidder Acknowledgement:

Bidder Name (Print): _____

Bidder Signature: _____

Date of Signature: _____