

## **ADDENDUM No. 1**

### **RFP No. 2026-01**

#### **DDA AREA SERVICE & MAINTENANCE TEAM**

**Due: November 14 at 4 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 5 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 A – General Declarations**
- **Attachment B – Legal Status of Bidder**
- **Attachment C – Prevailing Wage Declaration of Compliance**
- **Attachment D – Living Wage Declaration of Compliance**
- **Attachment F – Vendor Conflict of Interest Disclosure Form**
- **Attachment G – Non-Discrimination Declaration of Compliance**

**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 DDA. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and DDA responses as they affect work or details in other areas not specifically referenced here.

**Question 1:** Under the section on Litter and Debris Control, the first bullet point mentions that sidewalks, street gutters, etc. should be cleaned daily. In my mind, that means seven days a week. However, a little further down it says that “focus areas will require more frequent attention.” Could you clarify whether the expectation is for focus areas to be cleaned more than once per day, or if “daily” already refers to those areas being cleaned once a day, with the non-focus areas being maintained less frequently as part of regular maintenance?

**Answer 1:** The expectation is that the areas highlighted as Focus, Secondary, and Parks are kept clear of litter. We know that the identified focus areas will need more sweeps of litter control than others. The Service Team should identify the days and hours the crews are scheduled to best meet the cleanliness goal.

**Question 2:** Regarding Snow Removal, I didn't see much additional information in the RFP. Would this apply to every block within the DDA area highlighted in pink in Exhibit A? Also, does the DDA have a threshold for when snow removal (mechanical removal) or de-icing should begin, or a timeframe for how quickly we're expected to respond to a snow event and have the area cleared?

**Answer 2:** All sidewalk ramps, bus stops, bike parking, fire hydrants, the amenity zone adjacent to ADA parking spaces, street catch basins, and benches in the Focus and Secondary Areas and Parks should be kept clear of ice and snow. The expectation is that Downtown Service Team practices follow City of Ann Arbor standards. See here for more details.

<https://www.a2gov.org/police-department/divisions/sidewalk-snow-and-ice-removal/>

Please note – snow removal applies to the sidewalk ramps only, not the full sidewalk extent.

**Question 3:** Can we assume our company logo can be visible along with the DDA logo and service team name on uniforms, decals, supplies, etc?

**Answer 3:** No.

**Question 4:** What planters are managed by DDA (please attach map if there is one)?

**Answer 4:** All that are in the amenity zone adjacent to the Focus and Secondary Areas and within Parks. Please refer to planter bed details on pages 4 and 5.

**Question 5:** Can we assume that if it is not a focus or secondary area/ park it is not a service area for debris/litter control and snow removal?

**Answer 5:** The Service Area for litter and snow removal consists of the Focus and Secondary Areas and Parks, with Focus Areas being the priority. Locations directly adjacent to University of Michigan property are excluded from service at this time. The remaining areas will only be serviced on an as-needed basis.

**Question 6:** Can we assume that in exhibit A the pink area not including the focus and secondary areas will only require service items such as small repairs (benches, trip hazards, bike, hoops etc.) and spot cleaning?

**Answer 6:** Yes, with the exception of blocks adjacent to U-M property.

**Question 7:** Can we assume we can make our own plant selection for annual plantings?

**Answer 7:** No, this is a decision we will make jointly.

**Question 8:** With regards Litter and Debris control within the focus areas how much more service should be expected than once a day?

**Answer 8:** See the answer to question 1, above.

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

#### Detail to Question 4:



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