

ADDENDUM NO. 1

DATE: October 4, 2018
TO: All Proposers 
FROM: Julie Smith Maxwell, Procurement Specialist
SUBJECT: Addendum No. 1 – Litter and Graffiti Abatement Program
PROPOSALS DUE: October 23, 2018, at 11:00:00 a.m. Eastern Time

This addendum is being published to respond to questions asked by a potential proposer regarding the above-referenced Request for Proposals. This addendum becomes a part of the Contract Document and modifies the original specifications as noted.

Question 1: Will there be a meeting where the RFP is read through?

Response: No. There is not a Pre-Proposal meeting planned for this project.

Question 2: Under section V. Scope of Services, can you please clarify what is meant by coordination with Public Service's Juvenile and Adult Community Service crews?

Response: The City would like the contracted firm to develop some type of litter abatement program. The term "coordination" refers to guiding the current juvenile and weekend community service crews on which roads should be visited for litter pick up. This does not mean that the contracted firm would physically participate with these crews, but the City would expect that a system is developed to strategically collect litter throughout all geographic regions (North, South, East, West) within the City.

Question 3: Under section V, for Adopt-a-road, is the last sentence in parenthesis questions that the proposal should address or notes that may have been accidentally left in the RFP?

Response: These questions were accidentally left in the RFP, but to build on question #2 above, our goal is that the contracted firm will develop a system for litter abatement and prioritize litter collection based on criteria that the proposer/ contracted firm would develop. The City does not have limitations on the criteria, but does desire that all geographical areas of the City be covered.

Question 4: Would the City like current certificates of insurance included in the proposal?

Response: No. Certificates of Insurance are not required until an award is made. The selected firm will be expected to provide certificates with the appropriate endorsements prior to the execution of a contract.

END OF ADDENDUM NO. 1