



**ACKNOWLEDGEMENT
RECEIPT OF ADDENDUM #1
RFP 17-PW13**

Upon receipt of documents, please email, fax or mail this page to:

City of Milton
Attn: Honor Motes, Purchasing Office
2006 Heritage Walk
Milton, GA 30004
Phone: 678-242-2500
Fax: 678-242-2499
Email: honor.motes@cityofmiltonga.us

I hereby acknowledge receipt of documents pertaining to the above referenced RFP.

COMPANY NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____

EMAIL ADDRESS: _____

Signature
ADDENDUM #1

Date

ADDENDUM #1

RFP 17-PW13

This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

1. Is it the city's intention to see the firm's fee proposal only on the tasks listed in the RFP on Task 1 to Task 8?

Answer: Yes, the fee is to be based on tasks 1-8 only.

2. Does Page 15 of the RFP (Section 3.1: General Scope of Services, paragraph 2) mean that proposals should be scoped, staffed, and provide an estimated cost that would include survey and preparation of all environmental resource studies (air, noise, history, archaeology, ecology, protected species, etc.) consistent with GDOT's Environmental Procedures Manual? If not, what level of environmental documentation would be expected for an adequate scope and staffing effort?

Answer: The level of environmental documentation for the concept task is an environmental screening through desktop research to identify possible resources. The possible task #9 for the selected alternative would include describing resources identified within the project limits as well as impacts to resources associated with the proposed project that would require permitting and coordination with local, state, and federal agencies.

3. Please confirm that Task 9: Construction Documents (RFP page 20) will not be included in the schedule or cost proposal.

Answer: Consultants can show a projected estimated schedule for task 9, but task 9 is not included in the cost proposal.

4. After reviewing the proposal requirements I did not see a "Proposal Letter" form. I know in the past we have been required to submit this form. Will it be issued in the addendum or is it not required for this submittal?

Answer: The Proposal Letter will be required and is provided as part of Addendum #1

5. We're working on our response to the above-referenced RFP and would like to request clarification on item 3 under section 1.4 Submitting Proposals (p. 8 of the RFP). It says to submit "proposal letter (information entered)". Is this a form? (the only form provided is the proposal cover

page). Or does "proposal letter" actually mean a cover letter? And if so, is there a page limit for the cover letter?

Answer: The Proposal Letter will be required and is provided as part of Addendum #1

6. Do we need a City of Milton business license to respond to this proposal?

Answer: If your business is not located in the City of Milton, then no, you do not need a City of Milton business license to respond to this proposal. Milton business licenses are only required for businesses located within the city limits of Milton.

7. Will we need a City of Milton business license to perform the work?

Answer: No, you do not need a City of Milton business license to perform the work

8. Where in our submittal are we to include the Contractor Affidavit and Agreement form (RFP page 5) after the City of Milton Disclosure form as per 1.4 Submitting Proposals on page 8 of the RFP?

Answer: All forms are to be provided in the response and can be grouped together under one tab or section labeled "Required Forms"

9. Could you please provide a copy of the City of Milton Proposal letter as per 1.4 Submitting Proposals on page 8 of the RFP?

Answer: The Proposal Letter will be required and is provided as part of Addendum #1



**RFP# 17-PW013
PROPOSAL LETTER
(Bidder to sign and return with proposal)**

We propose to furnish and deliver any and all of the deliverables and services named in the Request for Proposal (RFP) – **City TSPLOST Batch 2 Design Services**

It is understood and agreed that we have read the City's specifications shown or referenced in the RFP and that this proposal is made in accordance with the provisions of such specifications. By our written signature on this proposal, we guarantee and certify that all items included meet or exceed any and all such City specifications. We further agree, if awarded a contract, to deliver goods and services which meet or exceed the specifications. The City reserves the right to reject any or all proposals, waive technicalities, and informalities, and to make an award in the best interest of the city.

PROPOSAL SIGNATURE AND CERTIFICATION

I understand collusive bidding is a violation of State and Federal Law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of the proposal and certify that I am authorized to sign for my company. I further certify that the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et. seq. have not been violated and will not be violated in any respect.

Authorized Signature_____Date_____

Print/Type Name_____

Print/Type Company Name Here_____