



ADDENDUM NO. 1

DATE: August 24, 2021

TO: ALL RESPONDING PARTIES TO THE RFQ FOR UTILITY
PLANNING AND ENGINEERING SERVICES

FROM: Inga Alonzo, Management Analyst

SUBJECT: Answers to Questions

Questions and Answers

1. Would it be possible to put the following requirements (see bullets below) in a section of its own, such as "Firm Information"? Currently, the RFQ designates that this information as bring part of the cover/transmittal letter.
 - Number of years the firm has performed water and wastewater utility planning
 - Type of organization: individual, partnership, corporation, other (please specify).
 - Year organization established.
 - List of principals, officers, and associates of the firm.
 - List of personnel along with their expertise, professional background, and role they will play for the various types of services described in this RFQ.
 - If your firm has multiple offices, please list these offices and indicate which office will manage the project.
 - Provide an explicit list of services your firm specializes in.
 - Tell us anything else that you think we ought to know about your firm to assist us in making this selection. Why do you feel your firm is especially qualified to be engaged by the City for these services?

The submittal format given in the RFQ is preferred by the City in that it makes the evaluation process easier when information is provided as requested. However, if all the questions asked above are still answered grouped together it will be acceptable to put it in its own section.

2. Can graphics have font smaller than 12pt?

12pt is preferred for graphics, but it must be easily readable if not 12pt. Please do not provide marketing materials in place of the requested narrative which answers the City's specific questions asked in the RFQ.

ADDENDUM NO. 1 ACKNOWLEDGMENT

Company Name

Contractor signature and date