



ADDENDUM #2

To: All Companies Interested in Submitting a Proposal
From: Diane Muench, CPPB, Purchasing Services Manager
Proposal: Flood Control System (FCS) Acquisition Services Project Manager,
#PUR0819-038 Dated: September 9, 2019
Subject: Addendum #2 (1 page)
Date: September 18, 2019

Please note the following specification changes/additions/clarifications relative to the above Request for Bid.

- 1) **Question:** Does our company need to be on a State or City approved list?
Answer: No. Pre-qualification is not part of this solicitation.
 - 2) **Question:** Do we need a local office in order to be chosen for the project?
Answer: No. However, recommend the PM be located in proximity of Cedar Rapids for availability to work with staff, attend early morning meetings or respond upon short notice request.
 - 3) **Question:** I know we are just bidding as a per hour management position but can you tell me how many relocations/temporary easements/permanent easements/ fee acquisition there will be?
Answer: Currently projects are in design. There are approximately 170 impacted parcels with varying acquisition needs, 250 easements requiring subordination, 6 railroad crossings, 4 railroad gate closures with several utility crossings.
 - 4) **Question:** How many agents will the PM be overseeing?
Answer: Coordination of work product with 1-2 City ROW agents and 1-2 lead agents from acquisition services consultant. A City ROW Agent will manage the acquisition services consultant team.
 - 5) **Question:** How many people will make up the Proposal Evaluation Team?
Answer: Three.
 - 6) **Question:** Are direct project related expenses such as maps, copies, postage etc. reimbursable outside of the hourly rate?
Answer: No. City will provide hard copies of project plans. City will mail any large volume mailings or notices.
 - 7) **Question:** Are mileage and per diem reimbursable outside of the hourly rate?
Answer: No. The City is asking for an all-inclusive firm fixed hourly fee - see Page 20 of the RFP.
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All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (Attachment B). The deadline for sealed proposals is Tuesday, October 1, 2019, before 3:00 pm CDT at the Purchasing Services Division, 101 First Street SE, Cedar Rapids, IA 52401.