



City of Sedona Public Works Department

102 Roadrunner Drive Sedona, AZ 86336

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To Whom It May Concern:

The City of Sedona, Arizona is issuing **Addendum #1** to the RFQ as originally issued at the time of solicitation for responses to the **Request For Qualifications, Professional On-Call Services**. For any response to be considered responsible and responsive, receipt of this addendum must be acknowledged.

As specified in the Instructions to Bidders, this Addendum, upon issuance, has become a part of the RFQ.

This Addendum contains 2 pages

This Addendum clarifies the following:

1. Advertisement for Qualifications –

The advertisement this Request for Qualifications was published in the Red Rock News on September 20, 2023 and September 27, 2023.

Pre-Qualification Questions and Answers:

- Part I – Advertisement makes mention of delivery via US Mail but not UPS or Fed. Will either of those methods also be acceptable for delivery?
Answer: Either option is acceptable, please keep in mind that whatever option you choose, your RFQ will need to be delivered prior to 2pm on October 18, 2023.
- There are a few mentions of unit rates being evaluated, but I am not seeing the specific location you want to see those rates within the SOQ package?
Answer: There is no specific location for you to include your rate structure within your packet. Please make sure that your rate structure outlines what each service rate is intended for, before submitting your packet.
- I noticed on the front page of the SOQ "Consultant Information" (bottom box, 1st page) but I don't see where it needs to be included in the proposal. Can you direct me to where or if it needs to be included?
Answer: Your company information needs to be added into the box section and you may utilize this sheet as your cover page.
- The RFQ asks for unit rates and that the evaluation will be based upon qualifications, and unit rates. We wanted to get a clarification on the unit rates request as our interpretation of the AZ Statutes for procurement of professional services is that we are not allowed to provide unit rates for qualification based procurements.
Answer: This procurement is one where we plan on entering into on-call service contracts with all respondents who are qualified. Due to the non-competitive nature of this procurement process we think our asking for unit rates is appropriate. If you prefer, you may choose to NOT provide your unit rates until after selection, during or after we are entering into our contract with you. We plan on having approximately five (5) Geotech firms available for on-call, and we expect all to be with fairly competitive rates.

ACKNOWLEDGEMENT

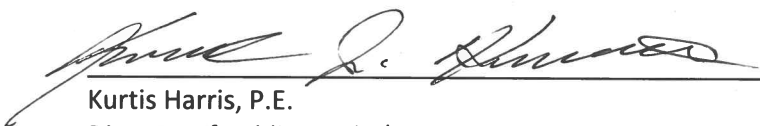
I have received Addendum #1 for the Request for Qualifications, Professional On-Call Services as described above and acknowledge it as part of the Contract Documents for the project.

Signature

Date

Print Business Name

Addendum # 1 issued by Kurtis Harris, P.E., Director of Public Works/City Engineer, City of Sedona.



Kurtis Harris, P.E.
Director of Public Works/City Engineer

October 16, 2023
Date