



Department of Management Services
Purchasing Division
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ADDENDUM #2

January 26, 2022

TO: ALL Prospective Proposers
PROJECT: ARPA Compliance Consultant
PROPOSAL REFERENCE #: 91825-001.0
PROPOSAL OPENING DATE/TIME: February 1, 2022 at 3:00 p.m. Local Time

The purpose of this addendum is to clarify and/or modify the Proposal Items and/or Evaluation Criteria for this project. All work affected is subject to all applicable terms and conditions of the Proposal and Contract Documents.

1. REMOVE:

Remove Page 5 of the RFP Document: CITY OF KALAMAZOO LOCAL PREFERENCE POLICY AND CERTIFICATION PROFESSIONAL SERVICES. This policy will NOT be used in the evaluation of proposals.

2. REPLACE:

Replace SECTION IV, SCOPE OF WORK, 6. EVALUATION CRITERIA (Page 12 of the RFP Document) with the following language:

Proposals will be evaluated by City staff based upon the responsiveness of the Proposal to this RFP. All proposals will be evaluated using the criteria listed below:

- 6.1. Project Experience (100 Points)
- 6.2. Experience of Key Personnel (100 Points)
- 6.3. Project Understanding and Approach (60 Points)
- 6.4. Price (40 Points)

Rated on a scale where the lowest priced proposal will score 40 points.

Other proposals will be rated in comparison to the lowest priced proposal.

Evaluation criteria categories are subjective to the selection committee's understanding of the Contractor's proposal.

The Addendum can be viewed and downloaded from the City's website at <https://www.kalamazoocity.org/bidopportunities>.

In order for a proposal to be responsive, this signed addendum must be returned with your proposal. If you have already submitted your proposal, acknowledge receipt and acceptance of this addendum by signing in the place provided and returning it to the undersigned and it shall be incorporated in your proposal. Please identify your return envelope with the proposal reference number and project description.

Sincerely,



Michelle Emig
Purchasing Division Manager

c: Steve Vicenzi, Director of Management Services/
Chief Financial Officer
Evaluation Committee Members

FIRM: _____ SIGNED: _____

NAME: _____ DATE: _____
(Type or Print)