



**ADDENDUM NO. #1  
CITY OF PEORIA**

**Green Infrastructure Maintenance  
September 18, 2024**

RE: Addendum for Request for Proposal (RFP) for Green Infrastructure Maintenance

The following shall be considered part of the RFP Submittal.

Additional Information:

1. Q&A
2. Pre-Submittal Meeting Sign in sheet

**This addendum must be acknowledged as part of the submittal package. Failure to do so may be subject for Disqualification.**

Sincerely,

Andrea Klopfenstein, P.E.  
Deputy Director/City Engineer

## **GREEN INFRASTRUCTURE MAINTENANCE RFP PRE-SUBMITTAL MEETING Q&A**

**Question:** Is all this work included under non prevalent wage?

**Answer:** We would rely on you to check the state statues and make sure the work is covered under landscape maintenance.

**Question:** It's also mentioned in the RFP about original plans, do you have any plans to release those plans before the submittal or is that something that would be shared with the selected contractor after selection.

**Answer:** We have plans for most of the sites, except one or two of the sites. The ones we don't have are the design builds. A Dropbox folder will be created and shared with the plans, since they are too large to email. Dropbox would be the easiest way to share those plans.

**Note:** The participants of the Pre-Bid meeting will be e-mailed a link to the DropBox folder. If you did not attend the pre-bid meeting and would like to be added to the DropBox folder please e-mail [publicworks@peoriagov.org](mailto:publicworks@peoriagov.org) to get access to the folder.

**Question:** As far as schedule goes, would you be looking to get assessments done this year or is it thought that with the growing season ending, would it be looked at to be pushed to the spring?

**Answer:** If you can get a look at things sooner than later. Work wouldn't get started until spring. You can write recommendations in your submittal back to. Since the schedule for selection sometimes shifts please include a date you would need a notice to proceed in order to be able to do assessment this fall, that would be helpful.

**Question:** On your map pages, each one has a number of plant species. Are those based off the plans you have for those or are they based off assessments that you've had done, desire number. Where does that number come from?

**Answer:** That number is more so a grouping of most popular plants that have been on every site. Most of the sites have a great deal of plant material that is there. It varies, from one where only 5 plants were used and another site had over 100 plants used. Its more so of giving a brief overview of what plant material is located at every site, at least the similarities of plant material, like butterfly milkweed, is on most of the sites. That is what that number is referring to.

**Question:** When you release the plans for sites, how close will we be expected to give in that scope to follow those existing plans or will we be able to, based on our own assessments, be able to make suggestions. How open is this process going to be?

**Answer:** Based on recommendations, assessments, the changing of plants is flexible. Some plants have done well others have not. We need more information on the different sites. That selection process can be flexible where it makes sense. Were struggling with several locations to get plant materials to survive. We are definitely open to your experience as to what will and won't work. We have some challenging environments in the Warehouse district/Washington Street where there are planter boxes, which are concrete. There is very little soil and expecting plants to survive. We are definitely looking for your input.

**Question:** Is this a hard copy submittal?

**Answer:** Yes this is a hard copy submittal. It can be dropped off or mailed to the Public Works Department address stated in the RFP document.

Note: We would like plant materials to be consistent though out the project if possible. We want the public to familiarize to see some similar plants thought the city.

**Question:** Questions accepted until September 20<sup>th</sup>. Will the answers be released in an addendum shortly after? Will they be released as the questions come in? How do you plan to handle that?

**Answer:** Send in your questions and we'll try to get them answered in a timely fashioned prior to the due date. An addendum will be sent with any questions/answers that are asked by anyone else.

## **GREEN INFRASTRUCTURE MAINTENANCE ADDITIONAL Q&A**

**Question:** The RFP specifies a 10% MBE and 5% WBE subconsultant utilization goal for this contract. Will the City allow a WBE firm to fulfill the entire 15% subconsultant utilization requirement?

**Answer:** The city has two separate goals, one for MBE and one for WBE. This is an RFP so meeting the EEO goals is one criteria in the selection process. For this RFP you might not know exactly what you will need right now but would once you get a deeper look if you were selected. If that is the case just explain what you plan to do and show any good faith effort to meet the goals. If you are an WBE and self-performing 100% of the work, you would note that. If you have typical subcontractors you could list them.

**Question:** Do M/WBE subconsultants need to be certified by the City of Peoria's Equity Accountability Program, or will the City accept M/WBE certifications from other agencies?

**Answer:** You can reference other M/WBE certifications like the State of Illinois. However, we encourage you to become registered with the city. The city maintains a list and shares with prime contractors to provide opportunities for WBE and MBE vendors.

