Purchasing Division
Finance Department

Room 120
411 West First Street
Duluth, Minnesota 55802

218-730-5340
purchasing@duluthmn.gov

Addendum 1
Solicitation 24-AA09
RFQu for Fiber Optic Plan Review and Construction Inspection Services

This addendum serves to notify all bidders of the following changes to the solicitation documents:

The following questions were received and are answered in *italics* below:

1. Are the historic permits and deliverables available for review for projects of a similar nature?
   a. *No, this is a first.*

2. Will engineering firm be required to provide PE stamps?
   a. No

3. Are there any proposed private projects in planning phases currently?
   a. Yes

4. What are expectations for turn-around times on permits and inspections?
   a. This would be an ongoing project where staff would work pretty much ongoing/full time possibly for stretches of time, and for the summer available every day for inspection.

5. Will costs be reviewed annually?
   a. Yes

6. Who will be responsible for creating the design plans – the City or the installer?
   a. The fiber owner

7. Who will be responsible for verifying existing underground utilities shown on the review plans?
   a. The selected consultant engineer

8. Who will be responsible for providing cable testing and test reports for each location/termination?
   a. The fiber owner

9. Will the engineering firm have to be on site for the plan review or can this be done remotely?
   a. *Can be done remotely as long as you have ESRI.*

10. Will the engineering firm be responsible for approving permit applications or will that be handled by the City?
    a. *Permits approved by the City.*

11. Will the ISP be providing their proposed plan – routes in CAD files as well as 11" X 17" plan sets? For the initial plan review then this CAD file would act as the working file for the City's engineering firm to work from?
    a. *We have not specified a format, suspect edits in ADOBE or Bluebeam.*

12. For the record drawings will the engineering firm for the City be verifying the records as accurate and the ISP provider be certifying with their P.E. stamp-signature, or is the City's engineering firm expected to certify the record drawings?
    a. *The designer needs to certify the record drawings, you the consultant would verify and look for any major mistakes or omissions.*

13. For the record drawing and GPS of directional drilled locations, is the engineering firm expected to locate the fiber cable to obtain vertical depths or will the installation contractor provide bore logs to satisfy this requirement?
    a. *Contractor needs to provide bore logs.*

14. Will the engineering firm be required to hold a physical engineer certification and place a stamp on the drawings/prints after review?
    a. *No.*

15. In the second paragraph on page 2 if, when they talk about annual fees, is it implying that a retainer fee is to be included and paid per year to the selected vendors?
    a. *No. Firms will need to provide updated rates annually.*

Please acknowledge receipt of this Addendum by including a copy of it with your proposal. The pages included will not count toward any page limitation, if any, identified in the RFP.

Posted: **October 2, 2024**