**Summary of Questions, Answers and General Information Discussed at the May 1, 2017 Pre-Bid Conference**

**RFP Questions & Answers**

1. Question: Will the PLA be providing information regarding the quantity and size of its current inventory, as well as its ongoing inventory requirements?

Answer: Yes. Current PLA material list (not an all9inclusive list) consists of approximately 700 light poles, 4,000 light fixtures and 400,000 feet of wire. Moreover, all Respondents should be aware that in the last year the PLA has had between

4,000 – 5,000 maintenance work orders.

1. Question: How can follow up questions be submitted?

Answer: E-mail questions to [mcarney@pladetroit.org](mailto:mcarney@pladetroit.org).

1. Question: Will the PLA be providing any further information regarding call center volumes?

Answer: Yes. Approximate call volumes during the previous year were between 5,000 and 6,000 calls.

**RFP Clarifications**

**General**

All respondents should be aware that the PLA utilizes CityWorks platform and that the PLA fully utilizes CityWorks platform/GIS system. As such, the successful Respondent is expected to fully integrate this application on all PLA projects including, but not limited to, call center service requests and performing work order services.

**Article 5**

1. The first sentence of Article 5 should only refer to sections 1 through 11. Therefore, Respondents’ Proposal should only have eleven (11) sections.
2. Respondents should ignore the reference to a form agreement in Paragraph 8, unless directed differently by the PLA during the RFP process.
3. The 3 sample prints referred to in Article 5 Paragraph F will not be provided by the PLA at this time. This notwithstanding, Respondents should provide the rest of information requested in that same paragraph.
4. Respondents should be aware that the section entitled Financial Information should be considered Paragraph 11 of Article 5.

**Article 7**

1. Disregard Article 7 in the RFP. All questions can be answered at [www.pladetroit.org/business-rfps](http://www.pladetroit.org/business-rfps). Respondents can upload their proposal in pdf format at [www.pladetroit.org/business-rfps](http://www.pladetroit.org/business-rfps).

**Attachment A**

1. All references to the City of Roeland Park should be references to the City of Detroit.

**Attachment E**

1. The spreadsheet referred to in Attachment E is now available in editable format at [www.pladetroit.org/business-rfps](http://www.pladetroit.org/business-rfps).
2. Question: In the previous RFP the pricing sheets were populated with your pricing. There was an area at the top for the bidder to put their multiplier for the actual bid cost. Will that be the same with the current RFP?

Answer: Our previous RFP was for the construction portion of the project and yes, the sheets were populated. For the current RFP, you should fill in each unit rate with your unit price only. There is not a multiplier involved in the maintenance RFP.

1. Question: Please see within Attachment E of the RFP the section titled, “O&M Labor Pricing”. PLA is requesting per hour pricing on the various units across two pages. We believe these units should be priced on a per unit basis similar to the other overhead, underground, and miscellaneous units within Attachment E. Please confirm. If this is not the case, please clearly explain how you would like these units priced and exactly what should be included for each item.

Answer: Yes, the units should be priced on a per unit basis, not an hourly labor rate.