



City of Blue Ash
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David M. Waltz
City Manager

ADDENDUM NO. 1 COVER SHEET

ISSUE DATE: Thursday, June 29, 2017

REQUEST FOR QUALIFICATIONS: Professional Services for the Design of the Ham-Plainfield Road Roundabout (PID#103416)

DUE DATE: July 18, 2017 at 5:00 PM

Please be advised of the attached addendum for the above project.

Email this signed sheet to Judi Ward at jward@blueash.com or fax to (513) 745-8594 to acknowledge receipt of Addendum No. 1.



Company Name

Signature

PLEASE PRINT SIGNATURE NAME

Title

Date

City of Blue Ash, Ohio

ADDENDUM 1

Clarification

The requirements for the Cost Packet under Section 6 of the RFQ shall be removed in its entirety and replaced with the following:

Cost Packet: After the City has shortlisted and reviewed the submitted Qualifications Packets, the City will notify the selected Consultant. The selected consultant will then have 24 hours to submit their cost packet to the City. The selected Consultant shall submit their cost packet using the following criteria:

A cost packet (one copy) shall be submitted in a separate, sealed envelope titled **"HAM-Blue Ash Plainfield Road Roundabout Design."** This sealed envelope shall be clearly marked **"Cost Packet Enclosed."** The cost packet fee estimation shall be based on ODOT's Consultant Fee Estimation Guidance located at <http://www.dot.state.oh.us/Divisions/Engineering/Consultant/ConsultDocs/Forms/Consultant%20Documents.aspx>. The submitting firm shall use their experience and judgement to determine the appropriate complexity level. The cost packet shall indicate the number of anticipated hours for each Key Team Member and other associated staff (by position or general categories). Also include a list of personnel positions proposed for performance of the services and the hourly salary range of each classification, including subconsultants.