

## ADDENDUM NUMBER ONE

FOR THE

### RODEO/FAIRGROUNDS MASTER PLAN

**DATE OF ADDENDUM:** June 10, 2025

**TO ALL BIDDERS BIDDING ON THE ABOVE PROJECT:**

The following addendum shall be made part of the Project Specifications and Contract Documents. All other provisions of the Contract Documents remain unchanged. The Bidder shall acknowledge receipt of this Addendum on page 30 of the Bid Proposal form, in addition to signing below and returning this form with the bid package. The contents of this Addendum shall be given full consideration in the preparation of the Bid.

#### Request For Information

**Question:** Will the City provide recent structural evaluations, condition reports, or as-built drawings for key buildings on the fairgrounds and rodeo site?

**Response:** No. This information may be available to the contracted firm.

**Question:** Will the City or County provide existing topographic and civil survey, or is it the consultant's responsibility to perform and supply a civil survey, if one is desired?

**Response:** No. The city does not believe this information is necessary for the RFP submittal but may discuss and coordinate with the contracted firm.

**Question:** Will the city provide a Geotech report for the facility, or is it the consultant's responsibility to have a Geotech report performed by the consultant team, if one is desired?

**Response:** No. The city does not believe a geotechnical report is necessary for the RFP submittal but may discuss options with the awarded firm.

**Question:** Can the City clarify expectations regarding the depth of utility infrastructure evaluation (e.g., stormwater modeling, capacity analysis, underwater springs)?

**Response:** No. The city does not believe this information is necessary for the RFP submittal but may discuss and coordinate with the contracted firm.

**Question:** There is a fair bit of discussion about historical features and buildings onsite. Is it needed to have a historic cultural resources survey conducted?

**Response:** No. The city does not believe this information is necessary for the RFP submittal but may discuss and coordinate with the contracted firm.

**Question:** Are there existing master plans, traffic studies, or previous site studies that should be referenced or built upon?

**Response:** No

**Question:** Is there a target budget or anticipated fee range the City is expecting for this planning effort?

**Response:** No

**Question:** Is there a target budget for the future improvements to the Fairgrounds?

**Response:** No

**Question:** Has a funding source been identified for Fairground improvements?

**Response:** No

**Question:** Since this is an RFP and we're assembling a team of specialists to meet the City's needs and an associated fee, the purpose of these questions is to determine whether we need to include services such as geotechnical engineering, civil surveying, and structural review in both our team composition and our proposal. For example, there are distinct costs associated with civil surveying and structural review. If these services have already been completed or will be provided by the City, or not desired, we do not need to include them in our scope or fee proposal. Can you clarify?

**Response:** The city is looking for a "big picture" master plan how the current Rodeo/Fairgrounds might be able to be rethought, replanned, and reorganized to maximize space, best serve known and potential events and activities, and mitigate known and potentially new challenges especially with respect to impacts on the adjacent residential neighborhoods. The city currently has limited specific engineering data with respect to the site or current facilities. The city has limited data on current city infrastructure to and on site particularly depth and condition. The city has very specific historic evaluation data for most of the current site structures and other amenities. What information the city has may, but very likely will, be shared with the awarded firm. The city believes a high-quality comprehensive master plan could be created without a geotechnical engineer, civil engineer, surveyor, or structural engineer. But whether these services, and their associated information and costs are included in a firm's proposal, is up to the submitting firm.

- END -

City of Prescott Public Works Department

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Gwen Rowitsch, Public Works Director

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Date

**Acknowledgement:** (must be signed and turned in with the bid documents)

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Company Name

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Signature of Company Official

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Date