

ADDENDUM NO. 1

PROJECT: Brown Bridge Quiet Area Expansion Spring Lake Trailhead Design RFP

PROPOSALS DUE: August 14, 2026, at 5:00 pm

This Addendum is issued prior to receipt of proposals to provide for certain changes and clarifications to the request for proposals, as herein specified, and is hereby made a part of the Consultant Agreement and shall be taken into consideration in preparing the proposal. All other conditions remain the same.

This addendum is issued prior to the receipt of proposals to amend the request as follows:

July 30, 2026 mandatory site visit meeting minutes and additional requirements/clarifications

1. The meeting sign in sheet is attached for reference.
2. Consultants are invited to do additional site visits on foot.
3. ATV access for geotechnical and survey work will be allowed.
4. Prior to the topographic/tree survey the consultant will meet with the Grand Traverse County Road Commission to preliminarily review the existing location of the driveway off of S. Hobbs Highway. This includes any preliminary staking that GTCRC may require. If requested by the GTCRC sight distance surveys, or other preliminary engineering documentation, will be included in the consultants' scope of work. If the existing driveway location is not suitable the topographic survey will include the ingress/egress location that is acceptable to the GRCRC.
5. The City and GTCD would like to construct a driveway and parking lot that is low impact with respect to size and clearing requirements however it would be ideal to provide access for a full size school bus or trash hauler. Prior to final design the consultant will provide layout concepts for passenger vehicle access only and bus access options for review. The topographic/tree survey will be large enough to accommodate the approved concept.
6. The final design will include mitigation measures, such as wood bollards or fence, to keep vehicles on the driveway and in the parking lot to protect adjacent vegetation. Removable bollards will be required at the driveway/trail transition for future trail maintenance access. The GTCD has examples/specifications that will be shared with the consultant.
7. The final driveway and parking lot design will include snow plowing considerations.

8. The approximate location of the parking lot has been staked. The staked locations must be included in the geotechnical investigation and topographic survey for reference during design.
9. The tree survey does not need to be completed by an arborist however accurate identification of species is required. The final plan and specifications will include considerations for oak wilt disease and mitigation measures. This will include contractor schedule requirements using DNR guidance and required insecticide treatments to cut oak trees during the beetle season. A unique special provision for Tree, Rem will be required.
10. Consultant will be required to mark trees to be removed for the contractor upon construction and/or tree removal operations with special markings for oak trees.
11. The final trail design shall include drainage considerations to minimize erosion.
12. The geotechnical investigation for the trail can be hand auger borings at a frequency deemed appropriate by the consultant. USGS soil surveys should be used to help determine locations and frequency.
13. The consultant will provide cross section details for the trail to include depths of subgrade removals, embankment, and required depths of materials. The limestone aggregate final surface thickness must not be less than 4 inches. The final construction plan will include provisional pay items and quantities for removal and replacement of unsuitable material for unforeseen conditions.
14. The geotechnical investigation and report for the driveway, parking lot, boardwalk, and overlook will generally be in accordance with the [MDOT Geotechnical Manual](#) and regarding structures, suitable for sealed foundation designs and Grand Traverse County Construction Codes compliance and permitting. Helical piles must be considered as a design alternative.
15. The intent of the overlook is for viewing only. The final design shall discourage watercraft and pet access to the lake. The overlook railing must include ADA considerations for viewing.
16. The approximate range of limits for the end of the overlook have been staked in the field. The staked locations must be included in the geotechnical investigation and topographic survey for reference during design.
17. The vault toilet shall be one stall and ADA compliant and include translucent roof panels for lighting. The Consultant shall include additional privacy screening (fence), if required, by County Construction Codes and applicable MI building codes in the final design. The vault toilet special provision will include specific brand and models with the caveat that other manufacturers will be considered as approved by the engineer. The City

would like to consider the brands [CXT](#) and [ROMTEC](#) in the special provision. A floor drain will be included in the selected models.

18. Near the trail and overlook location is a debris pile that wasn't reviewed during the site visit on July 30, 2026. The City and GTCD would like include clean-up of this debris in the construction contract. The City will prepare a lump sum special provision and access map to include in the bid proposal. If additional work, by the consultant, is required to facilitate the clean up an amendment to the consultant agreement will be executed.
19. The construction contract will be unit price using standard MDOT pay items and special provisions as much as possible. The consultant is required to prepare all unique special provisions for all other pay items and must include description of the work, materials, construction, and method of payment. Reference to contractor permitting, approvals, and code compliance requirements by other agencies shall be included in the unique special provisions.
20. The project is being funded with City funds and does not require SHPO or other State/Federal funding reviews. The City and GTCD would like to bid the construction contract this fall or early winter for a spring construction start and completion in July of 2027.

CONSULTANT QUESTIONS:

Question 1: The RFP requests fees for construction testing and inspection. The number of hours assumed for inspection and testing can vary significantly depending on the awarded Contractor's crew size, schedule and working speed. Should a set number of inspection and testing hours be assumed for estimating and the purposes of competitive pricing on this RFP?

Answer 1: Yes, please provide your estimated time and expenses for Construction Engineering and Inspection in your proposal.

Question 2: Similarly, the RFP requests fees for staking. The number of staking mobilizations can vary depending on the Contractor awarded the project and their schedule. Should a number of staking mobilizations or a set number of hours be used for estimating the construction staking, for the purposes of competitive pricing on this RFP?

Answer 2: Yes, please provide your estimated time and expenses for Construction Engineering and Inspection in your proposal.

Question 3: At the pre-bid meeting it was mentioned that hand augers would be sufficient along the trail route and parking area, and geotechnical soil borings would be needed at the overlook. Can this be confirmed, as the RFP directly mentioned geotechnical soil borings as a requirement for the parking area, trail and overlook.

Answer 3: See clarifications 11, 12, and 13 above.

All other conditions of this Invitation for Proposals remain the same.

Consultants must acknowledge receipt of this addendum. Acknowledgement must be shown in the spaces provided herein, and must be receipted before the time set for receiving proposals, **August 14, 2026 at 5:00 pm** local time, at the place of proposal opening at the office of **The City Engineer, 400 Boardman Avenue, Traverse City, MI. 49684.**

Alternatively, emailed proposals will be accepted. Please indicate in the subject line of your email that you are submitting a “Sealed Proposal” together with the project description **“BBQA SPRING LAKE TRAILHEAD DESIGN”** and submit your emailed bid to tcmanage@traversecitymi.gov before **August 14, 2026 at 5:00 pm.**

FAILURE TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WILL CAUSE
REJECTION OF PROPOSAL.

Dated: _____

Sincerely,

Alexander Yockey, P.E
Deputy City Engineer

ACKNOWLEDGED:

Consultant: _____

By: _____

Title: _____

Meeting Sign-In Sheet	Date: July 30, 2026 @ 10:00	Facilitator: City Of Traverse City	Project: BBQA Design & Build Parking lot	Location of meeting: On Site BBQA	RSVP'd
Name	Title	Company	Phone	Email	
Joe Wright	Senior LA	FISHBECK	517-582-0326	jwright@fishbeck.com	X
Andrea Pike	Associate	HRC	248-535-3456	APike@hrcengr.com	X
Shane Gamrat	Project Engineer	GFA	256-256-0864	BenV@gfa.tc	x
Brandy Soluk	Senior Project Manager	ROWE	231-499-5774	BSolak@rowepsc.com	x
Scott Rasmussen	Project Manager	FLEIS & VANDENBRINK	231-360-7309	bkrueger@fveng.com	X
Alisha Busuttil	Project Manager	OHM	812-525-5025	Alisha.Busuttil@ohm-advisors.com	x
Scott Fisher	Construction Engineer	OHM	231-313-3101	<Scott.Fisher@ohm-advisors.com	x
Andy Keller	Business developer	SPICER GROUP, INC	231-492-2583	andrew.keller@spicergroup.com	x
Cole Maxson	Project Manager	Beckett&Raeder, Inc	231-674-5174	Cmaxson@bria2.com	x
Alex Yockey	Deputy City Engineer	City of Traverse City	231-922-4468	ayockey@traversecitymi.gov	
Michelle Hunt	Parks and Recreation Director	City of Traverse City	231-922-4900 ext 114	mhunt@traversecitymi.gov	
Reb Ratliff	Senior Conservation Steward	Grand Traverse Conservation District	231-941-0960 ext 27	rratliff@gtcd.org	