



ADDENDUM #1

Date: February 26, 2020

To: All Plan Holders of Record

City of Palmer – Community & Economic Analysis for Preparation of An Annexation Petition

The following changes, additions, clarifications, and/or deletions are hereby made a part of the Request for Proposal as fully and completely as if same were fully set forth herein:

Q1: Is there flexibility in the project schedule or does the project need to start on March 25?

A1: The project will begin upon the Palmer City Councils approval of the selected proposer.

Q2: Are the nine meetings all community-wide meetings or does the City Envision smaller meetings, targeted with certain individuals or groups?

A2: The City anticipates proposer will conduct both community-wide and smaller group meetings, however the meetings will be advertised and open to the general public.

Q3: Does the City have a stakeholder advisory group in place to guide the study? If not, is that something they would feel comfortable including in the public engagements?

A3: No, proposer may submit proposals for an advisory group for public engagements.

Q4: RFP on p4, " All documents, supporting material and maps shall be produced in a digital and PDF format." Would the City please clarify: does the City want PDF and original file type (e.g., Word, Excel)

A4: The City will accept either, however the City would prefer PDF format.

Direct all questions related to this RFP in writing to: Brad Hanson, Director Community Development, City of Palmer – bahanson@palmerak.org