



REQUEST FOR PROPOSALS
Tree Inventory and Urban Forestry Management Plan
ADDENDUM NO. 1
August 3, 2023

1. IMPORTANT INSTRUCTIONS TO BIDDERS

This addendum must be read, signed and dated by the firm and included with the documents submitted by the firm on or before proposal closing date and time. Failure to include this addendum with the documents may result rejection of proposal.

2. ATTACHMENTS TO THIS ADDENDUM:

a. N/A

3. CHANGES/CORRECTIONS/ADDITIONS/DELETIONS:

a. N/A

4. QUESTIONS:

Q: We have a question related to the ISA Certified Arborist requirement and clarification. We are asking if data collection can only be collected Illinois ISA Certified Arborists as specified on page 6.

A: Any ISA Certified Arborist is ok. There is no state-specific requirement.

Q: What is meant by the inventory field “relative location”?

A: This is relative to the address. This is a descriptor for special circumstances. For example, a corner lot with a tree on the side of the house use the adjacent street name.

Q: Are vacant planting sites expected to be collected as part of the inventory?

A: Yes

Q: Can you confirm whether you desire all data to be collected from within the Village's GIS system or if the Village is simply looking to ensure the data that is ultimately delivered is easily integrated into the Village's existing system?

A: The Deliverable must be easily integrated into the Village’s GIS system. The data can be collected in any proprietary database/format that the vendor requires, but the deliverable must be in a format that the Village can consume (e.g ESRI geodatabase).

5. CLARIFICATIONS:

a. N/A

6. ACKNOWLEDGMENT

The firm acknowledges receipt of this Addendum and understands its content to the Request for Proposal Documents.



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7. SIGNATURE AND DATE

Authorized Signature

Date