

## **ADDENDUM NO. 1**

### **Request for Proposals (RFP)**

### **Engineering Services for Construction Oversight and Inspection**

### **LPDM 2023 Levee Project – City of Williamsport**

#### **Addendum No. 1**

**Issued: January 30, 2026**

This Addendum is issued to clarify the roles and responsibilities of the Engineer of Record (DOR) and the Construction Administration, Management, and Inspection Consultant (CA Consultant) in response to questions regarding coordination, design authority, and federal procurement requirements.

All provisions of the original RFP remain in effect except as modified herein.

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#### **1. Clarification of Design Authority and Engineer of Record Responsibilities**

The City of Williamsport clarifies that the Engineer of Record (DOR) shall retain responsibility for design intent, engineering judgment, and technical interpretation of the contract documents throughout construction.

Specifically, the following activities shall remain the responsibility of the Engineer of Record:

- Review and response to Requests for Information (RFIs) involving interpretation of design intent
- Review and approval of submittals for conformance with design intent and technical requirements
- Engineering interpretations, clarifications, and opinions related to the plans and specifications

Nothing in this RFP is intended to transfer professional design responsibility or liability from the Engineer of Record to the selected CA Consultant.

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#### **2. Construction Administration and Inspection Consultant Role**

The selected CA Consultant shall provide construction-phase support services on behalf of the City, including:

- Administrative coordination of RFIs and submittals between the Contractor, City, and Engineer of Record
- Construction inspection and documentation

- Review and recommendation of pay applications and change orders (subject to Engineer of Record technical review, as applicable)
- Schedule monitoring, progress reporting, and compliance tracking
- Federal compliance monitoring (including Davis-Bacon and BABA documentation)

The CA Consultant shall not be responsible for independent design interpretation or engineering determinations that are reserved to the Engineer of Record.

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### **3. Coordination with Engineer of Record**

The City anticipates that the CA Consultant and Engineer of Record will work collaboratively during construction. Coordination shall be conducted in a manner that preserves the Engineer of Record's design authority while supporting efficient project delivery.

Any amendments necessary to the Engineer of Record's existing contract to support construction-phase services, if required, shall be the responsibility of the City and are not the obligation of the CA Consultant.

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### **4. Clarification of Personnel Separation and Conflict of Interest Provisions**

The RFP requirement regarding separation of personnel is intended to address organizational conflicts of interest and applies to construction inspection, contract administration, payment recommendations, and compliance monitoring functions.

This requirement is not intended to prohibit the Engineer of Record from utilizing design personnel to perform duties customarily associated with preservation of design intent, including review of RFIs and submittals.

Eligibility language regarding the Engineer of Record is permissive in nature and is not intended to imply any deficiency, incompleteness, or termination of prior design services.

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### **5. Proposal Preparation**

Proposers shall prepare their submissions in accordance with the clarifications provided in this Addendum. This Addendum shall be acknowledged in the proposal cover letter.

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End of Addendum No. 1.