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**Addendum No. 1**  
**Solicitation #25-AA08**  
**RFP for Priley Circle Restoration**

This addendum serves to notify all bidders of the following changes to the solicitation documents:

1. Please insert attached 'Exhibit A – Ownership Map with Proposed Boundary Line' into the RFP package.
2. The following questions were asked and answered at the Pre-Proposal Meeting, held June 2025, 2025.

**Q: How closely does the final design need to align with the original plans? Should we prioritize historic preservation or consider significant changes?**

**A:** The goal is to strike a balance between preserving the historic character of the Civic Center and introducing modern, functional elements. For example, the existing brick road surface poses maintenance challenges, especially with snow removal, and may be replaced with a more practical material—while still respecting the site's historic context.

**Q: Who will provide input on the project—City, County, or federal entities?**

**A:** Input will primarily come from the City, though the intention is for all parties to have an equal voice in final decisions. A higher-level stakeholder group has not yet been formed.

**Q: Is there a defined budget for the project?**

**A:** The working estimate is around \$3 million; however, this figure is not yet finalized.

**Q: Has a project timeline been established?**

**A:** The ideal scenario is to begin construction in summer 2026. However, there is flexibility in the schedule to ensure quality work. There is no grant funding driving a rushed timeline. Budget constraints may necessitate phased construction if bids come in high. SHPO will be involved in the review process.

**Q: Are there utilities beneath the roadway that require upgrades?**

**A:** Existing utilities need to be assessed and possibly updated if needed. Notably, Duluth Energy Systems would like to install a hot water line in place of an existing steam line. They will fund this effort and provide engineering support. Coordination will be essential, and utility work will likely fall under a separate budget.

**Q: Will the site include ceremonial or event-related elements?**

**A:** While not yet formally discussed, the design should consider features such as vendor plug-in areas to support public events. Updating landscaping—preferably with native plant species—is also a priority.

**Q: Can you confirm the boundaries of the project site?**

**A:** The project begins at the base of the stairs for all three buildings (starting at the sidewalk) and extends outward. An exception may be the retaining wall between the courthouse and city hall, which may remain untouched to preserve ADA access.

**Q: What is the preferred construction delivery method?**

**A:** The project will likely follow a Design-Bid-Build model. Construction Management (CMAR) could be considered but would require internal discussion and an RFP process.

**Q: Do the stairs and right-of-way along 1st Avenue determine the project's limits?**

**A:** Yes, those elements define the scope. The common space includes the sidewalk areas at the base of the stairs extending to 1st Avenue. These limits will be clarified in an addendum.

**Q: Is there an existing base survey or topographic data for the area?**

**A:** Minimal existing data is available. The selected design firm will be responsible for collecting all necessary data to support design development.

**Q: Is the front of City Hall on 1st Street included in the scope?**

**A:** No. The focus is on Priley Circle. A graphic clarifying this will be included in an addendum.

**Q: Will City of Duluth Facilities Management be the primary point of contact?**

**A:** Yes. They will act as the owner's representative and serve as the fiscal agent for the project.

**Q: What is the current condition of the fountain?**

**A:** The fountain is aging and covered with cumbersome plywood panels. Ideally, these would be replaced with aluminum covers (or some other lightweight material) for easier maintenance. Lighting enhancements and equipment upgrades are also being considered.

**Q: Will the lighting design for the circle be reconsidered?**

**A:** Yes. A mix of historic and decorative lighting is desired. Fixtures should be durable, aesthetically pleasing, and low-maintenance. Avoid placing lights randomly across landscaped areas.

**Q: What type of plant materials are preferred for landscaping?**

**A:** The City prefers native species but is open to incorporating exotic or regionally uncommon plants where appropriate.

**Q: Will portions of the existing landscape be retained?**

**A:** A mix is anticipated. Some trees may be preserved, while others may be removed depending on age and design goals. A complete reset of the landscape is not off the table if it makes sense for the site.

**Q: Has SHPO been contacted yet?**

**A:** No, communication with SHPO has not yet begun.

**Q: To what extent should the design team develop multiple design concepts?**

**A:** One concept will be selected before moving into Design Development. Multiple concepts are not expected to progress beyond initial review.

**Q: Will there be opportunities for community input?**

**A:** Possibly. Proposals that include strategies for community engagement—such as public meetings or online forums—will be viewed favorably.

**Q: Is there a required Disadvantaged Business Enterprise (DBE) participation percentage?**

**A:** There is no required DBE participation percentage.

**Q: What is the federal funding source?**

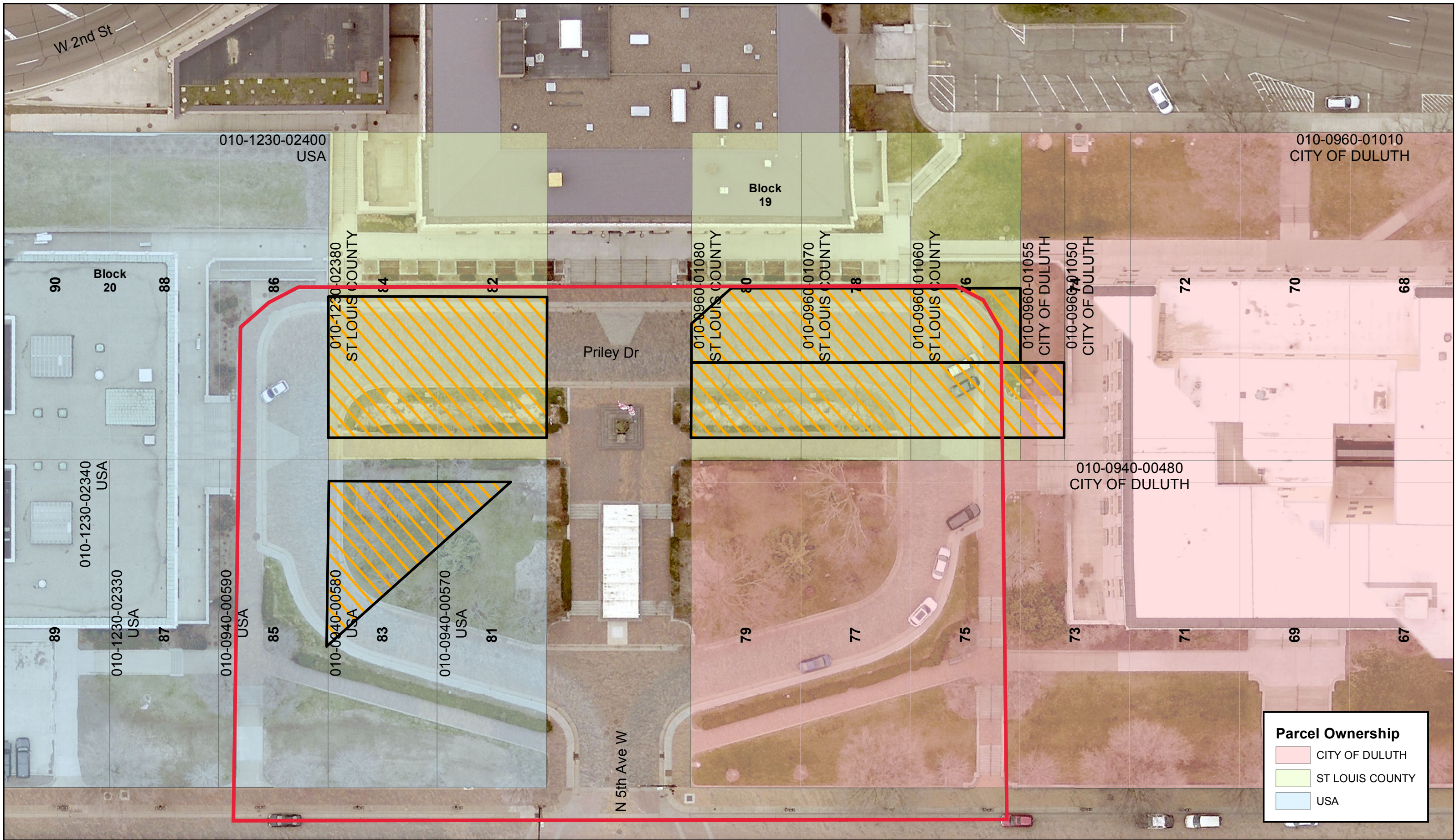
**A:** Unknown at this time. It is being coordinated through GSA, but it is not a grant-funded project.

**Q: Should proposals include timelines, tasks, and schedules?**

**A:** Yes. Proposals must clearly outline anticipated timelines, specific tasks, and an overall schedule.

Please acknowledge receipt of this Addendum on the provided Cover Page, Appendix A, located at page 14 in the RFP.

Posted: **June 30, 2025**



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 City of Duluth Easement Area

# EXHIBIT A CIVIC CENTER



1:480  
1 inch = 40 feet  
0 20 40 Feet

Photo Date: May 2016 Prepared By:  
Print Date: 8/31/2017 The City of Duluth GIS Office Document Name: easementCityHall

