



**CITY OF EAST PROVIDENCE  
DEPARTMENT OF PLANNING & ECONOMIC DEVELOPMENT  
STREET TREE INVENTORY ANALYSIS & RISK ASSESSMENT  
REQUEST FOR QUALIFICATION  
RFQ EP22/23-07  
BID OPENING WEDNESDAY MARCH 8, 2023 AT 11:30AM**

**ADDENDUM NO. 1**

**The Bid opening date has changed**

Original Bid opening: Wednesday March 8, 2023 at 11:30AM

Updated Bid opening: Tuesday March 14, 2023 at 11:00AM

**Questions and Answers**

**(Q) Upon award, will the selected consultant have access to a GIS-based tree asset management software with the inventoried trees in it? If not, in what form will the consult be provided with this data?**

**(A)** The selected consultant will be provided the tree inventory data as a csv file and ArcGIS shapefile. The consultant will also have access to East Providence's tree inventory through the ForestMetrix Accessible Urban Tree Inventory (AUTI) database, which is a mobile, map-oriented inventory system. See more about AUTI here: <https://forestmetrix.com/arborist/auti/>

**(Q) What documents and forms are required as part of the RFQ response? (e.g. W9, anti-collusion declaration, affirmative action form, etc.)**

**(A)** RFQ submission requirements are outlined in attachment "b. Bid Form". The additional required forms included in attachment "d. standard instruction forms" (W9, anti-collusion declaration, and affirmative action form, proof of insurance) can be submitted when the award letter is sent out to the selected bidder, prior to entering a contract with the City.

**(Q) On the bid form, submission requirements #9 states that the individual responsible for carrying out the tree risk assessment should be a Rhode Island License Arborist and TRAQ qualified. The ISA certification is a precursor to becoming TRAQ qualified and is not listed, should we assume that ISA certification is required as well? Also, if there are no Rhode Island Licensed Arborists on our team, are we excluded from applying?**

**(A)** We can accept the ISA Certification as a substitution for the RI Arborist License for this project. However, please note that the arborist responsible for carrying out the tree risk assessment also needs to have the ISA Tree Risk Assessment Qualification (TRAQ).