

June 12, 2026
REQUEST FOR QUALIFICATION (RFQ)
PROFESSIONAL SERVICES
Trimble Unity Maintain Implementation

ADDENDUM NO. # 1

All Consultants submitting under the Request for Qualification (RFQ) for the referenced procurement shall read and take note of this Addendum. The Documents for this procurement are hereby revised and/or clarified according to this Addendum.

Acknowledgment of RFQ Addendum: The acknowledgment attached to this Addendum is to be signed and attached with the Offeror's submittal.

Tawanda Stamps
Director of Procurement
ALCOSAN

Consultant Acknowledgement

Date

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The following questions were received via email.

1. Is anyone precluded from bidding on this RFQ?
 - a. **No, but we are seeking qualified firms and teams with experience in providing similar services.**
2. Can relevant project experience be Cityworks implementations or must they be Unity Maintain implementations?
 - a. **Yes, Cityworks implementations can be considered relevant project experience.**
3. In the Evaluation Criteria, you are evaluating approach, schedule, and budget but you don't ask for anything as part of this RFQ response. How will those things be evaluated?
 - a. **Revise RFQ Section 5.0 Evaluation of Qualifications Submittals/Selection Process to read:**

Shortlist: Once the deadline for the RFQ has lapsed, ALCOSAN's Procurement Project Team shall review, discuss, and independently rank all Submittals. The Procurement Project Team will evaluate Submittals based upon the following criteria:

- Firm's history and resource capability to perform required services
 - Evaluation of assigned personnel
 - Related experience
 - Ability to meet schedule
 - Ability to relate to project requirements
 - MBE/WBE/SDV Participation
4. Please confirm that pricing, fee, labor rates, and cost proposal information should not be submitted with the RFQ and will be requested only during a later RFP or negotiation phase.
 - a. **We are seeking qualifications. Do not provide any pricing, fees and labor rates. Cost proposals will be requested during the RFP phase.**
 5. Will ALCOSAN evaluate local/regional presence, ability to attend in-person meetings, or staff availability as part of the RFQ shortlisting criteria?
 - a. **ALCOSAN will not evaluate local/regional presence as part of the evaluation.**

The firm's ability to relate to the project requirements will be evaluated.

6. Will ALCOSAN contact project references during the RFQ evaluation stage, or will reference checks occur only during the shortlisted RFP/interview phase?
 - a. **Reference checks may be conducted during the RFQ phase.**

7. In section 5.0 of the RFQ states the evaluation criteria. Relevant experience, Project understanding, Technical approach, Proposed team, schedule and budget, and MBE/WBE/SDV participation. However, in 6.0 of the RFQ it lists how to organize our submittal. Are we being evaluated on section 5.0, where would you like us to showcase Project understanding, Technical approach, and schedule and budget since this information is not listed in 6.0? I think relevant experience and proposed team will showcase in the SF 330 forms.
 - a. **See response to Question No. 3.**

8. Could ALCOSAN indicate if they have a preferred SBA-approved Service-Disabled Veteran-Owned Small Business (SDVOSB) or suggested businesses they have worked with in the past?
 - a. **ALCOSAN does not have preferred vendors.**

9. "Schedule and budget" are listed as items used in the Evaluation of Qualifications Submittals/Selection Process. Does this information come from the five projects extracted from the SF330? We do not see a section where we are asked to explicitly provide costing and schedule information specific to ALCOSAN's needs.
 - a. **Cost information is not being requested during the RFQ phase. Firm(s) shall be able to meet the project schedule defined in the RFQ.**

10. Is the SF330 required, or are we able to include the same information in our own standard format?
 - a. **Submit using the SF 330 Form.**

11. How many stakeholders and stakeholder groups does ALCOSAN anticipate being consulted with to inform the implementation approach?
 - a. **This information will be provided in the Request for Proposals (RFP) issued to the shortlisted firms.**

12. Can ALCOSAN provide the anticipated number of users by role and identify which user groups will require access to Trimble Unity Maintain and Trimble Unity Field?
 - a. **This information will be provided in the Request for Proposals (RFP) issued to the shortlisted firms. The primary users include personnel in the Divisions of Information Technology and Regional Conveyance.**

13. Approximately how many workflows and current business processes does ALCOSAN anticipate needing to be documented and implemented in Trimble Unity Maintain?
 - a. **This information will be provided in the Request for Proposals (RFP) issued to the shortlisted firms. All workflows will be related to the Division of Regional Conveyance.**

14. Can ALCOSAN provide an assessment of the current quality and completeness of asset and work history data that is to be migrated into Trimble Unity Maintain?
 - a. **This information will be provided in the Request for Proposals (RFP) issued to the shortlisted firms. Minimal work history data will be migrated into Trimble Unity Maintain but implementation will focus on future work to be completed.**

15. Can ALCOSAN provide an inventory of the source systems, databases, spreadsheets, etc. that will be migrated to Trimble Unity Maintain, including estimated record counts for assets, maintenance histories, work orders and inspection records, attachments (documents, images, videos, etc.), and other related data?
 - a. **Available information will be provided in the Request for Proposals (RFP) issued to the shortlisted firms. ALCOSAN desires to utilize our existing geodatabase as the foundation for implementation and use our existing paperwork records as templates to inform the development of work orders in Trimble Unity Maintain.**

16. Can ALCOSAN provide a list of the reports, dashboards, KPIs, regulatory compliance reports, maintenance performance metrics, and capital planning analytics that are expected to be configured and delivered as part of this implementation? For each report or dashboard, please identify whether it is an existing report to be replicated, a report to be enhanced, or a new report to be developed.
 - a. **This information will be provided in the Request for Proposals (RFP) issued to the shortlisted firms. The successful firm will be expected to make recommendations to the Authority on output reporting tools and their format.**

17. Can ALCOSAN provide the specific Modified Consent Decree requirements, regulatory reporting obligations, documentation standards, audit trail requirements, and compliance-related business processes that must be supported by Trimble Unity Maintain?
 - a. **ALCOSAN's Modified Consent Decree is available on our website, ALCOSAN.org. Special reference is made to Appendix I. Further details will be provided in the Request for Proposals issued to the shortlisted firms.**

18. Can ALCOSAN provide a list of any integrations with third party applications (outside of ArcGIS and ITPipes) that would be needed as part of the implementation, along with a description of each?
 - a. **There are no additional applications that are involved in the implementation.**

19. Has ALCOSAN had a demonstration of any software in the last 12 months?
- a. **Yes, ALCOSAN has had a demonstration of the software within the last 12 months.**
20. Is ALCOSAN working with a consultant on the preparation or evaluation of this RFP process?
- a. **No.**
21. What is ALCOSAN's Esri licensing? Please provide version and details about the deployment environment.
- a. **Detailed information regarding ALCOSAN's GIS environment, licensing, and deployment architecture will be provided in the Request for Proposals (RFP) issued to shortlisted firms. Respondents should assume the implementation will integrate with ALCOSAN's existing ArcGIS Enterprise environment**
22. Please confirm required integrations. Please provide use cases and functional requirements for each integration.
- a. **The primary integrations anticipated at this time are the Authority's enterprise GIS platform and asset inspection and condition assessment systems. Detailed use cases, functional requirements, and integration expectations will be provided in the Request for Proposals (RFP) issued to shortlisted firms.**
23. What data migration(s) are required?
- a. **No data migration is anticipated at this time. ALCOSAN expects the implementation to focus primarily on future maintenance, inspection, and work management activities. If any limited migration needs are identified, they will be addressed in the Request for Proposals (RFP).**
24. Which functional groups are to be included within our scope response?
- a. **The implementation is expected to support business processes of the Regional Conveyance division. Additional details regarding stakeholder groups, user roles, and organizational participation will be provided in the Request for Proposals (RFP).**
25. Would ALCOSAN consider extending the due date to allow ample time after receiving answers to questions to incorporate into our response?
- a. **The proposal due date is extended. Submittals must be received by the ALCOSAN Contracts Department (Administration Annex - Room 105) no later than 2:00 p.m. on July 23, 2026.**

ALCOSAN cannot guarantee responses to any questions received after 2:00 p.m. July 9, 2026.