



Development Services Department Engineering Division

P.O. Box 1748 • Gastonia, NC 28053-1748 • Phone: 704.866.6761 • Fax: 704.864.9732

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July 20, 2026

ADDENDUM NO. 1 RFQ Traffic Impact Analysis On-Call Services

The Request for Qualifications (RFQ) is modified as set forth in this Addendum. The original RFQ Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFQ. Respondent shall take this Addendum into consideration when preparing and submitting its Statement of Qualifications.

I. Due Date

The due date will remain as **5:00 PM, Thursday, July 24, 2026.**

II. Questions and Answers

1. **Q: Project Team:** Should key staff resumes or bios be included within the Project Team section?

A: Full resumes are not recommended, but do include applicable sections of key staff resumes.

2. **Q:** If so, do they count toward the maximum page limit of fifteen (15) pages?

A: Yes, anything you add will count towards the maximum page limit of 15 pages.

3. **Q: Qualifications and Experience:** Section C, Part A. requests: *“Please note two (2) or three (3) employees on the project team that would attend Planning Commission and City Council Meetings for re-zonings and annexations, as needed, to field questions from elected officials on Traffic Impact Analysis (TIA).”*

Is the City requesting the key staff who attended meetings for each sample project, or the key staff who would attend meetings under the proposed TIA On-Call contract?

A: During the course of the TIA projects, there are Planning Commission and City Council Meetings to discuss the projects. The City is requesting the names of your firm’s specific employees that would attend these specific meeting. Your firm’s employees would need to know the details of the projects and field questions from elected officials.



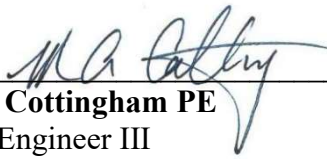
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4. **Q: Identification of Lawsuits and Administrative Claims/Fine:** Should the litigation history be limited to matters within North Carolina, or should it include the firm's history nationwide?

A: Please include litigation history of both within NC and nationwide.



Allen Cottingham PE
Civil Engineer III