

## Addendum 01

<b>Project Name:</b>	Retail Market & Gap Analysis
<b>Project Number:</b>	

<b>Date of Addendum Issue:</b>	January 16, 2026
<b>Issued By:</b>	Town of Vermilion

### **Instructions:**

- Amend your copy of the Proposal in accordance with the detail below.
- Retain one (1) copy for your file; sign and return a second copy and attach to your submission as confirmation that the Addendum was taken into account in your Proposal.
- Failure to sign and return this form will result in a non-compliant Proposal.

### **To All Bidders of Record:**

#### 1. General

- 1.1 This Addendum is issued prior to the Request for Proposal closing to provide certain revisions as noted herein.
- 1.2 All such revisions will become part of the scope of Work with the effects shall be included in the Proposal Price.

#### 2. Response to Questions

##### 2.1 Question

Page 17 “The Town has allocated a maximum budget for the completion of all Deliverables under this RFP”. Could you please share the budget allocated to the project?

##### Response

The Town of Vermilion has allocated up to \$30,000 in the 2025 budget, which has been carried over into 2026 to complete this project.

##### 2.2 Question

Does the Town maintain an update GIS supply inventory of vacant commercial lands?

Response

At the present time the Town of Vermilion does not have a GIS supply inventory of vacant commercial lands.

2.3 Question

We noticed a that time period is not provided for the retail and gap analysis – can you please provide preference for the horizon (i.e., 10-year, 20-year, etc.). We understand that the Town’s Development Plan has forecasts based on annual growth over a 40-year horizon.

Response

The Town of Vermilion is looking at the next 3 to 5 years.

2.4 Question

Can the Town please provide preference and/or requirements for meetings in terms of format – in-person or virtual?

Response

The Town of Vermilion would prefer in person but a combination of in person and virtual may be accepted if defined when each would take place throughout the process.

**Acknowledgement**

**All other Terms and Conditions remain unchanged.**

<b>Name of Firm:</b>			
<b>Authorized Signature:</b>			
<b>Printed Name:</b>		<b>Date:</b>	