



**PURCHASING  
AND MATERIALS  
MANAGEMENT**

**City of Myrtle Beach  
SOUTH CAROLINA**

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**Addendum 02  
October 8, 2019**

**RFQ Water and Sewer Management Fee  
and Cost of Service Analysis**

The purpose of this Addendum 02 to the RFQ for Water and Sewer Management Fee and Cost of Service Analysis, dated September 18, 2019, and previously amended on September 30, 2019, is to answer the following questions:

1. As part of the study detail in the RFQ, what miscellaneous services are to be assessed by the consultant?

**In addition to evaluation of water and sewer user charges, other relevant miscellaneous fees that may be considered within the study include, but are not limited to: water and sewer connection (impact) fees, water and sewer tap fees.**

2. What firm completed the City's last Water and Sewer Management Fee and Cost of Service Analysis study? If possible, can you provide a copy of that report?

**Relevant historical data will be discussed at a later date with the selected firm.**

3. In the case of item 6 under Study Requirements stated in the RFQ, does the City require a capacity fee analysis along with recommendations for changes to capacity fees as part of the scope of services?

**Requirements associated with the task may be discussed at a later date with the selected firm.**

4. What are the City's expectations and requirements of the Consultant as it relates to reviewing/assessing current policies and trends related to payment options, deposits, connections/disconnections, etc...?

Additional information regarding specific tasks may be discussed at a later date with the selected firm. At this time, we are seeking qualifications of firms to determine who will be able to meet the study objectives and requirements.

5. Regarding the 20-page limit, do the front and back covers count toward the limit? Does the table of contents count toward the limit? Do section dividers count toward the limit?

Organizational items such as front/back covers, table of contents, and section dividers will not count toward the 20-page limit. However, no information presented on these organizational items will be considered in the review process.

Please send in your qualifications in a sealed envelope no later than Friday, October 18, 2019 at 2:00PM (local time.) The City is not responsible for late or misdirected mail. No e-mail submissions will be accepted.

Thank you,  
City of Myrtle Beach  
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