

## **Addendum #1**

Project Identification:            ***Stormwater Asset Inventory and Assessment (#2023-20) RFQ***

Issue Date:                        ***May 18, 2023***

As none of the items below change the RFQ. The responses are considered minor clarifications. Acknowledgement of this Addendum is not required.

Question and Answers:

**Q1.** Do forms count against the page limit?

**A1.** No.

**Q2.** Do front/back covers, tabs, table of contents, cover letters, forms, hourly rates, and resumes count toward the 20-page limit?

**A2.** No. Please only include resumes of key individuals who will perform work on this project.

**Q3.** Scope of Services indicates five tasks. Three tasks are described in the RFQ, and the Description of Project section indicates three tasks. Please confirm there are three tasks included in the RFQ.

**A3:** Three tasks as outlined in the proposal is correct. The “five tasks” is a typo.

**Q4.** Scope of Services, #1, Does the City maintain an existing ESRI storm drain geodatabase? If yes, can the City provide a list of attribution that will be required to be captured (pipe size, manhole material, depth and rim elevations, pipe invert elevations)?

**A4.** Yes, the City maintains a geodatabase of all known storm drain structures. Existing attribute data will be provided and discussed with the selected firm during scoping.

**Q5.** Scope of Services, #1, Do the 1,526 structures include the 780 known stormwater structures?

**A5.** Yes. The 1,526 is a larger area around project area. Condition is unknown of most if not all structures.

**Q6.** Scope of Services, #1, will attribution include elevation data?

**A6.** Currently, the City does not maintain elevation data, just depth from top of structure. This will be further discussed with the selected firm during scoping discussion.

**Q7.** Scope of Services, #1, What are the geometric accuracy expectations of the storm drain data? Survey or Planning grade? Sub-meter accuracy?

**A7.** This will be further discussed with the selected firm during scoping discussion.

**Q8.** Scope of Services, #1, can it be assumed that City staff will be available to remove inlet grates or uncover buried/paved structures if necessary to perform attribution and condition assessment?

**A8.** The City has a history of helping firms in work similar in nature to this. However, the exact type of help requested and availability of City resources will be determined in coordination with the selected firm during the initial scoping meeting.

**Q9.** Is the City anticipating any design analysis as part of the CIP recommendations?

**A9.** This will be determined after selection of the design firm during the initial scoping meeting.

**Q10.** Are the federal UG Contract Provisions form (7 pages long), the Identification HUB Certified/Minority Business Participation form (1 page long), and the Reference form (1 page long) all included in the 20-page limit? Do all subconsultants need to provide each of these forms?

**A10.** No, these forms do not count towards the page limit. No, subconsultants do not need to provide copies of the forms within the submittal.

**Q11.** What is the level of accuracy of the survey data?

**A11.** This will be determined after selection of the design firm during the initial scoping meeting.

**Q12.** What level of detail do you want to see in the condition assessment? Structures only? Minimal CCTV of pipes? Extensive CCTV?

**A12.** This will be determined after selection of the design firm during the initial scoping meeting. In general, the level of detail will need to be of sufficient quality to complete a CIP and to assist the City in identifying and prioritizing rehabilitation projects.

**Q13.** Does this City have an existing digital (GIS/CAD) inventory of the drainage system? If so, can you provide more information on what the City has, and if/how that will be used in this project? Specifically, what level of new or updated collection (position and attribution) is anticipated versus just performing a condition assessment?

**A13.** The City has an existing GIS map of all “known” structures. Unfortunately, several structures of unknown quantity, might exist that we do not have information on. A larger portion of this work is anticipated to be condition assessment with new structures added when missing items are found during field work. The project area was specifically focused on for the AIA grant because downtown is the area where the largest uncertainty exists with the City’s GIS database.

**Q14.** Does the 20-page limit for the proposal count for the forms required or is 20 pages + forms?

**A14.** Forms do not count towards the 20-page limit.

**Q15.** On page 4, the deadline mentions Monday, May 23 at the due date – I assume the due date is Tuesday, May 23 at 2:00?

**Q15.** The deadline is Tuesday, May 23 at 2 PM EST.

**Q16.** The Execution of Proposal form as the wrong RFQ reference – RFQ 2022-31. I assume we can change that to match the cover number RFQ 2023-20.

**A16.** You may update it to match the cover number RFQ 2023-20.