ADDENDUM #1
Issued May 10, 2017

RFP # 17-51
Consultant for Stormwater Utility
OPENING: 3:00 PM, May 24, 2017

The following items take precedence over referenced portions of the documents for the above-named project and in executing a contract, will become a part thereof. Where any item in the documents is supplemented hereby, the original requirements will remain in effect. All supplemental conditions will be considered as added thereto. Where any original item is amended, voided or superseded hereby, the provisions of such items not so specifically amended, voided or superseded will remain in effect.

This Addendum #1 must be signed and attached to proposal to acknowledge receipt of Addendum. Failure to acknowledge any addenda will result in a non-responsive bid.

Company’s Name ___________________ Date ___________________

Authorized Representative’s Name ___________________ Authorized Representative’s Signature ___________________
RFP 17-51
Consultant for Stormwater Utility
Questions and Answers

1. **Question:** Scope Item A.1 - Will recommendations for improvements include actual updates to the various plans mentioned? If so, will the plans be made available in Word documents for updates, or will this be considered an addendum to the existing plans and inserted as an appendix? Regardless, how many copies (10?) of this recommendation plan may be anticipated for reproduction?
   **Answer:** The recommendations will include actual updates to the written level of service. Existing documents will be provided in Word format for editing. It should be produce in a Word document so as many hard copies and required can be printed.

2. **Question:** Scope Item A.2a, Modification to Level of Service - Is it the County's intention to update its Stormwater Maintenance Plan with this detailed evaluation?
   **Answer:** Yes, it is the County’s intention to update /develop an Operations & Maintenance plan for stormwater infrastructure.

3. **Question:** Scope Item A.2b, Modification to Level of Service - Is this task specific to an existing CIP list, or is it generalized for future evaluations by the County?
   **Answer:** This is for refinement of our CIP list and future evaluations by the County to be placed on the CIP list.

4. **Question:** Scope Item A.3 - The RFP refers to reviewing current rate structure for adequacy to fund proposed modifications. Does the County have a CIP in place to base the review? Does the scope infer updating the County's Stormwater Master Plan and CIP list based on this review?
   **Answer:** This is to develop a more comprehensive evaluation process for placing projects on the CIP list. Then with the process in place, the County staff would then update the CIP list on an ongoing basis.

5. **Question:** Scope Item A.3a - The RFP refers only to review of the rate structure. Are we to consider updates to the rate structure model and potential recommendations as part of our scope such as incorporating recent residential and commercial development since the last update? If so, are we to incur field and desktop work to confirm impervious area of non-residential properties as part of our scope? Will the rate structure model be provided to the consultant in Excel or another format for the update?
   **Answer:** The contractor is to consider revisions to the stormwater fee based on the revisions to the Extent/Level of Service. The county currently has an accurate measurement of the impervious surface within the county. Any and all existing information will be available to the contractor.

6. **Question:** Scope Item A.3c, Delinquent Billing - How does the County currently bill the stormwater user fee? Tax bill, garbage bill, or other?
   **Answer:** The stormwater fee is attached to the bottom of tax bill. There are proposed changes in state law which may eliminate this billing method, therefore, other methods may need to be explored.

7. **Question:** Scope Item A.4 - Would the County prefer a modification/update to the existing ordinance or a complete overhaul?
   **Answer:** An update to current ordinance is intended, but will take under advisement the latter if it is required.
8. **Question:** Scope Item A.5, Public Information - May the consultant assume minor updates to existing public information will be presented to specific groups up to 10 times, or it is the intent of County to completely overhaul public education information (brochures, pamphlets, etc.)

**Answer:** The outreach materials would only be required to explain the changes in the EOS/LOS

9. **Question:** Scope Item 6 - In regards to 60 days for final products delivery, does this time frame include proper advertisement of the public education and participation period? Or is this time frame excluded Scope Item 4?

**Answer:** Does not include public hearing time frames. This would be the initiation of the public hearing as required by statute.