



**Henry County  
Purchasing Department**  
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**ADDENDUM #1  
Issued 9/14/2020**

**RFP # 21-20  
Mapping Services for Stormwater Inventory  
Due Date and Time: September 15, 2020, 3:00 PM**

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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 Where any original item is amended, voided or superseded hereby, the provisions of such items not so specifically amended, voided or superseded will remain in effect.

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

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Company's Name

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Date

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Authorized Representative's Name

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Authorized Representative's Signature

**RFP #21-20**  
**Mapping Services for Stormwater Inventory**  
**Questions and Answers**

1. **Question:** Page 14. Item B.7 states: “All work shall be completed by 12-31-2020.  
**Answer: Yes**
2. **Question:** Regarding the following scope item. The requirements for horizontal location are between 1 and 3 feet with alignment to the aerial imagery. Is the County planning to utilize existing imagery? Or, is there a need to collect new aerial imagery during this project?  
**Answer: Utilize the most recent aerial imagery**
3. **Question:** How many anticipated assets need to be located?  
**Answer: Unknown**
4. **Question:** What is the existing asset count located by the county?  
**Answer: Data will be provided by the County**
5. **Question:** Are pictures required for the database file? If so, exterior only, interior only, both?  
**Answer: Both**
6. **Question:** Is the consultant required to validate existing assets have proper connectivity in the current database?  
**Answer: Yes**
7. **Question:** Will the county provide assistance in obtaining right of entry as the legal entity operating the MS4 permit?  
**Answer: The County will assist with what the Consultant can't obtain**
8. **Question:** Are private communities with private streets and assets included in the scope of this project?  
**Answer: No**
9. **Question:** Is the county under a requirement from the GA EPD to have all inventory all stormwater assets by December 31, 2020?  
**Answer: Yes**
10. **Question:** Are all cross drains in both county and Georgia DOT right of way required to be collected?  
**Answer: Not in DOT**
11. **Question:** Will the county provide its interpretation of what constitutes an outfall per its interaction with the GA EPD?  
**Answer: Yes, however the Consultant should already know what an outfall is**
12. **Question:** Will the consultant or the county become the database manager during the term of the project?  
**Answer: After the project is complete, the County will manage the database**

13. **Question:** Can the notice to proceed be given to the consultant prior to approval by the Henry County Board of Commissioners? If not, when will the anticipated meeting this RFP will be taken to the Board for consideration?  
**Answer: No and meeting date is unknown at this time**
14. **Question:** This project is NOT to include inspections just locations of MS4 structures and conveyances?  
**Answer: Inspection as well as condition assessment. MS4 inspections shall be done by Henry County Stormwater staff after MS4 mapping is complete by the consultant. However, we do ask that the Consultant perform visual inspection and report any failure/damage that requires Henry County's Stormwater Department attention.**
15. **Question:** Is this project to pick up the 20% each year for MS4 EPD requirements. With the first 20% due end of year 2020?  
**Answer: 100% due by 12-31-2020**
16. **Question:** Section 2 Part B7/ Are we to understand the entire Henry County MS4 is to be mapped by end of Year 2020?  
**Answer: Yes**
17. **Question:** Estimate on number of structures/pipes that need to be mapped?  
**Answer: Unknown**
18. **Question:** On Section B. Projects Limits and Overview (3) "The Consultant shall collect and map Commercial Inventory..." Is this a reference to all stormwater infrastructure not maintained or owned by the County?  
**Answer: Yes**
19. **Question:** Do you have an estimate on how many system structures are required to be inventoried under this contract?  
**Answer: No**
20. **Question:** Can you please clarify what percentage of the system structures have already been inventoried?  
**Answer: 20%+/-**
21. **Question:** Are you asking for verification of inventory that has already been collected?  
**Answer: Yes and also map out the structures that have not been inventory.**
22. **Question:** Is it possible for the 12/31 completion deadline to be extended?  
**Answer: No**
23. **Question:** What is the number of stormwater assets already inventoried? Does Henry Co have an estimate for the number of assets NOT located?  
**Answer: 5498 structures and 5604 pipes have been inventoried (This number may increase by 3000 structures within the next few weeks). Exact number of assets to be located is unknown**
24. **Question:** Is there an expectation to inventory new assets, such as new developments, that may not exist in current GIS datasets?  
**Answer: Yes**

25. **Question:** Want to confirm the due date is 12/31/2020 for completing 100% of the inventory or a specific percentage?  
**Answer: Yes**
26. **Question:** Is the deadline Henry County mandated or EPD mandated?  
**Answer: EPD**
27. **Question:** In order to determine the condition assessment of the connective pipe, does Henry County anticipate the Consultant needing to enter the manhole?  
**Answer: No**
28. **Question:** What is the approximate amount and type of facilities that are left to locate?  
**Answer: Unknown**
29. **Question:** How many storm structures are currently inventoried within unincorporated Henry County? How many storm pipelines exist within the County?  
**Answer: Please refer to question number 23**
30. **Question:** Will storm drain pipe inspections be requested as part of this inventory? If so, will video be requested from a CCTV pipe inspection or will a report suffice? If video is requested, will it be included within the GIS database? If not, how would a Consultant find blind/encounter structures?  
**Answer: Inspection is required. No video, just visual inspection of the pipe inverts**
31. **Question:** How do we depict larger features such as detention ponds, lakes, etc.? Will we need to depict these features as polygons?  
**Answer: Yes**
32. **Question:** Is the existing Henry County Stormwater Inventory geodatabase stored as an ESRI utility network?  
**Answer: No, just as geodatabase and shapefiles. The recommendation to store as Utility network is welcome.**
33. **Question:** Section C7 of the RFP indicates that the Consultant shall ensure that the Stormwater Inventory can be searched/classified by several elements, including connectivity. Is connectivity being stored in the existing stormwater inventory? If not, how would the County like this information to be represented in the geodatabase?  
**Answer: Not stored, the pipe system should be highlighted by clicking on one of its elements. In the attribute table, upstream and downstream node should be included for each structure and pipe. For example: the upstream node of a pipe will be the upstream structure to that pipe and vice versa. The upstream node of a structure will be the pipe upstream of that structure.**
34. **Question:** In addition to the attributes shown in Figures 1 and 2, the RFP states that the Consultant shall specify several additional attributes for each structure/pipe including land use type, Commission District, etc. Are these additional attributes present in the existing stormwater inventory?  
**Answer: Will be determined during the kickoff meeting**

35. **Question:** How do you envision the Consultant utilizing the existing Henry County Stormwater Inventory? Should it just be used as a referenced when generating the complete Stormwater Inventory or should the Consultant just be adding to the existing inventory?  
**Answer:** **The existing inventory was collected by former Stormwater employees and are fairly accurate. However, we do ask for the consultant to verify the dataset for accuracy and build up on it.**
36. **Question:** GIS Data. Is the GIS database of the existing inventory available to bidders at this stage? If not, could the County provide an estimated breakdown with the quantities of each category of point features (Structures) and total length of each line feature category (Pipes) included in the existing inventory?  
**Answer:** **Data will be provided after the award of the contract**
37. **Question:** Completeness of Existing Inventory. Can the County provide an estimate as to the completeness of the existing inventory?  
**Answer:** **20% +/-**
38. **Question:** When does Henry County intend to award this contract and provide the selected vendor with a Notice to Proceed?  
**Answer:** **Unknown at this time**
39. **Question:** Are there penalties if some of the contract work to extend into calendar year 2021? It seems likely that delays due to access and/or weather may hamper some of the data collection given the short timeframe. Additionally, comments and questions from County personnel may necessitate work into 2021.  
**Answer:** **No penalties**
40. **Question:** SECTION II – SPECIFICATIONS, item F. Submittals (see below) requires submittals at 20%, 40%, 60%, 80%, and a final 100%. Is that carry-over from standard contract terms and conditions for design projects and not applicable to this project? If this is applicable, what level of detail is required/expected for each submittal milestone under this project? The Project Schedule table located at the end of the RFP does not include multiple deliverables for each district. Should the bidders include the number of calendar days anticipated to complete data gathering and submit a draft database for each district? Is the selected contractor expected to wait for responses to each deliverable prior to submittal of the next?  
**Answer:** **Percentage is based on total project completion**
41. **Question:** In the event that an out-of-county vendor scores higher than local vendors per the selection criteria but has costs that are higher, how does the County intend to reconcile the contradiction between the Local Vendor Privilege clause and the RFP Evaluation Criteria (see both below)? Will the local vendor be awarded the project regardless of other ranking criteria?  
**Answer:** **The Cost Proposals are analyzed after the technical areas of the proposals have been scored by the evaluation committee. The vendor with the lowest cost will be given 10 points in the cost proposal category. Any cost proposal that falls within 5% of the lowest proposal will receive 8 points. Any cost proposal that falls within 7% of the lowest proposal will receive 6 points. All other proposals will receive 4 points. The local vendor privilege clause does not apply to RFPs; it only applies to bids.**