

Addendum #1



Project Information

Project Name:	As Needed Design and Engineering Services (Stormwater on Call Contract)
RFP Number:	F23-08-073
Date:	October 13, 2023
Project Manager:	Brian Fisher

Addendum Questions

Question #1	Regarding Section V Item E, Evaluation Criterion #4, can any of the three example projects be duplicated across the disciplines? For example, if one project is applicable to both Stormwater Infrastructure Design and GIS/Mapping, can we use it as a reference to cover those two categories, or does each discipline require 3 distinct projects separate from the other disciplines?
Answer	They can be duplicated. If project is duplicated consultant should clearly show how project applies to each category.
Question #2	Are the required forms/exhibits excluded from the 20-page limit? Can we place these in the appendix along with our resumes?
Answer	Yes they are excluded.
Question #3	Do we need to provide hourly rate sheets for our firm and subconsultants? --Are rate sheets excluded from the page limit and can they be placed in the appendix?
Answer	Provide hourly rates for your firm. Hourly rate sheet is not excluded.
Question #4	Is Exhibit 2, page 15 of the RFP suppose to contain the Sample Contract? Can the City provide the Sample Contract for the consultant to review?
Answer	Please use this link to view the sample contract: https://greeleyco-my.sharepoint.com/:b/g/person/sarah_adkins_greeleygov_com/EccUVhe8k-xBs6shCn3MiewBcolyuz8b-tcnyuO36iF7Mw?e=Cze7bg
Question #5	Are the two forms, "F. Proposal Acknowledgement and H. Debarment" included in the 20 page limit?
Answer	No.
Question #7	In the RFP, Exhibit 3 was "Sample Certificate of Insurance". Do we need to provide our company's Certificate of Liability Insurance with our proposal and will this be part of the 20 page limit?
Answer	Yes, you will need to provide Certificate of Liability Insurance. No, it will not be apart of the 20 page limit.
Question #8	The RFP states that up to four (4) pages of the proposal may be 11 x 17 inches. Please confirm if an 11x17 page counts as one page or two.
Answer	11x17 counts as one page.

Question #9	Are the proposal acknowledgment form, debarment form, and certificate of insurance excluded from the 20-page count?
Answer	Yes.
Question #10	Is it permissible to use a font size smaller than 11 pt for tables and graphics, as long as it's legible?
Answer	Yes.
Question #12	Can you please provide more clarity around "Field Reconnaissance/Data Gathering and/or Reporting Services"? Are you referring to surveying and subsurface utility engineering (SUE) or geotechnical engineering?
Answer	The intent of this item would be more inline with surveying, collecting infield information or construction observation all related to stormwater.
Question #13	Are you looking for construction oversight support with this contract?
Answer	Construction oversight could fall under reporting services and would therefor be applicable.
Question #14	What do you mean by "Hydrology and Hydraulic studies"? Do you mean CLOMRs and LOMRs and/or Stormwater Basin Master Plans?
Answer	The intent is for stormwater design and analysis which rely on Hydrology and Hydraulics. CLOMRS, LOMRS and Master plans would fall under this category.
Question #15	For "Review of H&H or Floodplain studies", are you referring to CLOMRs, LOMRs, and drainage basin master plans or for development projects?
Answer	This would be more related to CLOMRs and LOMRs.