

Addendum
City of Avondale Estates Comprehensive Stormwater Master Plan
Request for Proposals
March 20, 2020

The City has extended the due date for proposals by **two weeks**. This date change pushes out the rest of the schedule as well. Please see the revised schedule below.

Advertise Request for Proposals February 26, 2020
Optional Pre-Bid Meeting 10:00 a.m., March 12, 2020
Deadline to Request Additional Information 5:00 p.m., March 16, 2020
Last Date for Addenda Friday, March 20, 2020
Digital Proposals Due 8:00 a.m., Tuesday, April 21, 2020
Evaluation of Proposals Monday, April 27, 2020
Notify Proposers of Interviews (if necessary) Wednesday, April 29, 2020
Proposer video conferencing Interviews (if necessary) Tuesday, May 5 and Wednesday, May 6, 2020
Negotiate Contract Amount Monday, May 11, 2020
Notice of Intent to Award Thursday, May 14, 2020
Notice of Award Tuesday, May 19, 2020
Commencement of Contract May 26, 2020
Completion of Contract December 31, 2020

The City will accept online submittals. Hard copies will not be necessary and are discouraged since, like many of you, City staff is working online and not onsite. You can submit proposals to Shannon Powell at SPowell@avondaleestates.org. You will be contacted via email when your proposal is received.

Digital Proposals Due 8:00 a.m., Tuesday, April 21, 2020

Proposal Form (Attachment A) and Personal Services Agreement (Attachment B) referenced in the RFP were omitted.

See Attachment A at the end of this document or on the City's website, www.avondaleestates.org

Please note that Attachment A breaks out tasks and asks for proposed costs. While the City is looking first at qualifications, the cost will matter.

Attachment B will NOT be required for this proposal.

Additionally, the City has decided to change the experience requirement. The City will now require each proposer to have a minimum of five years of relevant experience and a demonstrated understanding of relevant Georgia policies in providing all the types of services required within this RFP.

What is the budget for the project?

While the current budget lists \$100,000 as a placeholder for this project, the City recognizes that this study will impact infrastructure worth millions of dollars, and will therefore be likely to accept the proposal with the highest value-to-cost ratio regardless of the actual number in the denominator. Please explain your approach and justify your budget numbers so that we can better understand the differences in your approaches and the associated cost.

What percentage of stormwater infrastructure will the Contractor be required to inspect per year and more specifically, what percentage of the stormwater pipes will need to be inspected?

The Contractor should propose the degree to which inspections are necessary to produce a quality stormwater master plan. The City is in compliance with EPD inspection standards for all but the stormwater pipes. The City will make available inspection reports as requested.

Additionally, the Contractor will be required to inspect a minimum of 20% of the stormwater pipes during 2020. The Contractor is invited to submit a cost proposal to inspect the remaining 80% of the pipes over the subsequent 4 years. All tasks that extend beyond December 31, 2020, should be listed as add alternates in the budget. The staff will consider alternates based on the City's budget and needs.

What type of inspection do you want for your pipes?

While inspections are an essential part of this project, CCTV inspection is not required. For example, a suitable method might be to attach a flashlight and a GoPro camera to a pole and insert it at each end of the catch basin. The Contractor may need to televise the line if the visual inspection identifies obstructions. The Contractor can propose alternative inspection methods.

What is the stormwater utility fund per household?

\$60 per unit, which is defined as 2900 square feet of impervious surface for commercial and multi-family developments. Single family houses are one unit regardless of actual square footage.

Will the City require a stormwater structure inventory of the proposed annexation zones?

The City would like to have an inventory and a basic assessment of the stormwater infrastructure in the annexation area. We are looking for any significant issues that would be costly to fix and may impact our interest in annexing these areas. We are not looking for an extensive assessment.

How many miles of storm pipe is in the City?

There are 22 miles of storm pipe in the City.

What is the current condition of the stormwater structures?

Structures are, for the most part, in good condition. Inspection reports for the past 2 years are available; however, these reports may not cover 100% of City infrastructure since, for instance, only “head-in-the-hole” inspection has been performed on underground structures.

What percentage of structures are on private property?

We only have inventory for structures that are on City right-of-way.

Typically, a stormwater assessment would include modeling at the front end of the project and not tacked on as a future assessment as proposed in this RFP. What was the City's thinking in making this determination, and would you be open to a proposal that includes some modeling in this phase?

The City is looking for a relatively quick assessment to identify high priority projects and cost in the near term. We are concerned that extensive modeling would be too time-consuming and costly for our budget and timeframe. If your company believes that more modeling at the beginning of the project would be a best practice that makes sense at this stage and would not disrupt the outlined schedule, then you should include it as an alternative in your proposal and be prepared to explain.

What is the City's position on public meetings in light of the outbreak of COVID-19?

We encourage the Consultant to propose an online method rather than an in-person meeting to allow us to both survey community members about where they are experiencing stormwater issues and the ability to give the community feedback on the plan.

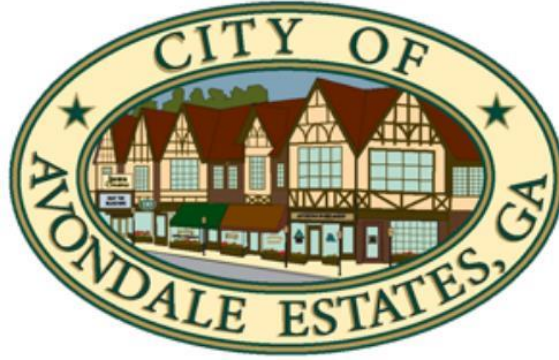
Would the City request any GIS data from the County that is not in the City's possession now such that the Contractor does not have to pay DeKalb County for this information.

Yes. The City has already requested the most current county data. The City’s available shape files are on the website.

On the flip side, the City expects the Consultant to deliver updated GIS layers and populated attribute tables.

The following additional documents can be found on the City's website, www.avondaleestates.org

- Stormwater structure inventory
- Available GIS Stormwater Data
- A map of the proposed annexation areas
- Most recent MS4 report
- Attachment A



ATTACHMENT A – Proposal Form

Proposing Firm:

Lead Contact:

Contact Telephone number(s):

Contact email(s):

Proposal Summary:

Task/Deliverable	Tentative Completion Date	Proposed Fee
Task 1 – Project Management and Facilitation		
Task 2 – Data Gathering		
Task 5 – Stormwater System Capital Improvement Plan & Maintenance Recommendations		
Final Delivery		

This proposal is valid for _____ days.

Total proposed fee:

Authorized Signature: _____ Date: _____

Printed Name: _____

Title: _____