

Impervious Area Disconnection and Infiltration Project RFP # 788

ADDENDUM 1

Thursday, January 20, 2011

Attendance from January 19th pre-proposal meeting: See attached list.

Questions/Comments from the Attendees during the meeting::

Q: At 2000 S. Industrial will the road runoff go to the rain garden?

A: No. The road has curbing and gutters and does not drain to the site.

Q: At 2000 S. Industrial does the building have a basement?

A: No.

Q: Does the survey need to double check the provided numbers for the impervious area that drains to the infiltration structures? Should the wider drainage area (e.g. the grassy areas leading to the rain gardens) be surveyed, or just the parking lot (or rooftop) that is outlined on the concept plans?

A: No, just use the numbers that have been given for the drainage area. There is still overflow for each of these, so if there is actually more impervious area draining onto each of these infiltration facilities, it's not a big deal. The survey may be limited to the planned infiltration facilities.

Comment: At Burns Park there is more space that can be used for rain garden construction beyond what's shown. The consultant may want to expand the survey area at this site to accommodate rain garden expansion if the budget allows.

Q: How many soil borings are you expecting?

A: It's up to discretion of firm; you can start with one boring per site for the four new rain garden sites and the underground infiltration basin. We want to make sure that we'll be able to get infiltration at each site, so the soil borings should indicate this. A soil boring will not be necessary for the existing rain garden at Vet's Park, or for the flow through planter at S. Industrial.

Q: Boring requirements; depth and actual infiltration rates or just confirming soil type?

A: The soil boring depth should be 5 feet unless the soils are discovered to not accommodate infiltration then the boring should go deeper to determine if there is a more porous layer further down.

Determining the infiltration rates will not be necessary.

Q: Should the maintenance manual cover green infrastructure too? What level of detail?

A: Assume NAP (Natural Area Preservation) is the audience; they are knowledgeable about rain gardens and plants; plant identification can be left out. Mostly provide time frames for how often to do things.

The maintenance plan should be more like a schedule than all the details of the task.

Q: Can you clarify which tasks should be included in the sealed envelope for the fee proposal?

A: The sealed bid should include your prices for Task 1 only; Task 2 should be estimated in the work plan but not included in the sealed envelope for the fee proposal.

Q: In Task 2 should fees be per item or lump sum?

A: Per item is more informative.

Q: In addition to hourly rates, what do you want to see in the fee proposal?

A: We do want to see hourly rates, but we're also interested in the unit pricing so that we can expand some of the infiltration features if the budget allows for it. It would be helpful to provide unit pricing on a per project breakdown as well.

Q: Is the consultant expected to handle the bid process?

A: The consultant will be expected to prepare bid documents but the City will publish the bid request. The City will also review the bid proposals and select the contractor.

Q: Will the City handle the SRF reporting?

A: Yes, WCWRC (Washtenaw County Water Resources Commissioner) takes care of this. The consultant will already be giving invoices and drafts to the City that can be passed along to the County for the SRF submissions.

Q: The SRF schedule says that draft plans need to be to the State by 2/14, what's this?

A: The draft plans are what the City has prepared so far. The concept plans, standard details, etc. included in the RFP are what will be submitted to the state for 50% plans.

Q: The schedule shows the Project Kick-off Meeting planned prior to contract approval by City Council. Will a letter be issued to allow the consultant to begin work on the project before the contract is approved?

A: Yes, the selected consultant will receive an emailed invitation to attend the Project Kick-off Meeting. Because of the SRF deadlines there will not be enough time to complete the project unless we schedule the Project Kick-off Meeting prior to City Council approving the contract. The City Council approved a resolution to petition the County to do this project so we don't anticipate any delays in the approval of the contract for this project.

Q: How will the 2 foot contours be provided?

A: GIS shapefile.

Q: Are there any permit thresholds dictating the design requirements?

A: These projects are below the threshold for which a site plan approval is needed. And it's also below the one-acre of disturbance threshold in the City's NPDES permit. Therefore the detention requirements in Chapter 63 are not required to be met.

Q: Is storm sewer available for an overflow?

A: Storm sewer is available at each site for an overflow. City staff doesn't feel that an overflow

connection is necessary for the planter boxes at 2000 S. Industrial, but should be provided for all of the other planned facilities. Since the goal of the project is to maximize infiltration, rather than peak delay, facilities should be designed without an under drain whenever possible.

Questions and Answers to Written Comments:

Q: Would the City be open to exploring alternatives or variations on the proposed improvements (Attachment C)?

A: Yes, as long as they are still SRF eligible solutions.

Q: Does the total project need to come in under the \$250 or \$300k budget in Attachment G? For example, there are some pavement demolition costs that are not included in the budget. Also, the design fees don't appear to include survey (unless it is lumped in with Engineering).

A: I believe you are correct about the total project budget, and I think you are right, Harry may have lumped survey in with engineering.

Q: Are the "cisterns" referenced in the budget of Attachment G the StormTech chambers proposed for Leslie Park, or are the cisterns for a separate project not included in this RFP, or are the funds allocated for cisterns going to be used for the other components of the proposed project?

A: Cisterns were part of the original project concept for the SRF Project Plan. Our Parks people were not keen on the maintenance needed for cisterns, so the State has allowed us to substitute infiltration BMPs for the cisterns.

Q: Will the City provide other utility data for the sites; storm, sanitary, water, and gas, etc.; the elevations and inverts or should we plan on having the surveyor capture that information?

A: We can provide what we have. We have all that for sanitary and water. Storm, it depends on where it is. For example we probably have all the info you will need for the storm around 2000 S. Industrial, but we don't for most of the storm lines within the Park areas.

**PRE-PROPOSAL MEETING
ATTENDEE LIST
19-Jan-11**

Firm Represented	Name (please print)	Email
1. Conservation Design Forum	Patrick Judd	pjudd@cdfinc.com
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9. C Rains & Nativescape	Chris Lehr	info@nativescapellc.com

YOU MUST SUBMIT THE EXECUTED COPY OF THIS DOCUMENT WITH ANY ADDITIONAL MATERIALS ON THE DUE DATE.

I/we have reviewed Addendum No. 1 RFP-788, dated January 20, 2011.

Acknowledged By: (Authorized Signature)

Printed Name

Company

Date