

# ADDENDUM No. 1

## RFP No. 23-63

### COMPREHENSIVE STORMWATER MANAGEMENT PLAN

**Due: November 29, 2023 by 3:00 p.m. (local time)**

The information contained herein shall take precedence over the original documents and all previous addenda (if any) and is appended thereto. **This Addendum includes two (2) pages along with the pre-proposal meeting presentation.**

**The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.**

**The following forms provided within the RFP Document should be included in submitted proposal:**

- **Attachment C – City of Ann Arbor Non-Discrimination Declaration of Compliance**
- **Attachment D - City of Ann Arbor Living Wage Declaration of Compliance**
- **Attachment E - Vendor Conflict of Interest Disclosure Form of the RFP Document**

**Proposals that fail to provide these completed forms listed above upon proposal opening may be rejected as non-responsive and may not be considered for award.**

A pre-proposal meeting was held on November 6, 2023. A copy of the presentation is included in the attached pages.

#### **I. QUESTIONS AND ANSWERS**

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

**Question 1: What is the anticipated project schedule?**

**Answer 1:** City does not have an anticipated deadline for the project to be complete. The work plan shall dictate project schedule. The project is budgeted through the end of the City's Fiscal Year 2025.

**Question 2: When will the localized studies be completed?**

**Answer 2:** Varies as some are just starting out while some are in progress.

**Question 3: Have any updates been performed to the hydraulic model since 2015?**

**Answer 3:** No.

**Question 4: Does the city anticipate any modeling scenarios to be performed as part of this project?**

Answer 4: The primary goal is to have the hydraulic model updated so it can be used in the future for capital planning and design efforts. However, if the consultant feels modeling scenarios would accompany their proposed work plan to achieve project objective, city does not object.

Question 5: **Should model updates include changes to recent land use?**

Answer 5: Yes, areas of recent development are captured in city's GIS data. Private detention basins and stormwater controls are part of the city's stormwater GIS data set.

Question 6: **How does city rate structure fit into the RFP?**

Answer 6: The objective of this RFP is not to perform a rate study/analysis.

Question 7: **It was stated at the preproposal meeting that calibrating the model would NOT be part of this project. With all the work being performed to update the model, is that subject to change?**

Answer 7: No, it is not the city's desire to have a full re-calibration performed as part of this project.

Question 8: **Can the City please clarify if the Stormwater Advisory group (Task G. Project Management, item V) is intended to be a separate group from the 8 stakeholder groups referenced in Task G, item VI?**

Answer 8: Yes, the Stormwater Advisory Group will be separate from the individual stakeholder groups.

Question 9: **Who is currently maintaining/updating the InfoSWMM model?**

Answer 9: The model has not been maintained/updated since it was received by the city in 2015.

Question 10: **Is there any information the City can share regarding the budget for this project?**

Answer 10: All budget information available is included in the City's Capital Improvement Plan – this project is identified as UT-ST-24-S2. Please see [www.a2gov.org/CIP](http://www.a2gov.org/CIP)

Question 11: **Does the City need the Non-Discrimination and Living Wage compliance forms from sub-contractors?**

Answer 11: Those compliance forms provided near the back of the RFP Document are only needed from the primary contractor.

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.

# Pre-proposal meeting

**Comprehensive Stormwater Management Plan**

November 6, 2023

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# Introductions



Ann Arbor Water plans, designs, constructs, and maintains a system to manage stormwater, sediment, and flood mitigation programs and projects to protect water quality and reduce negative impacts on people, property, and infrastructure.



## What is Stormwater Management?

# How We Plan For and Manage Stormwater

Ann Arbor Water maintains a network of “grey” and “green” infrastructure, and public Rights-of-Way (roads) to provide stormwater storage and conveyance during and after a rainfall event. Stormwater infrastructure examples include:

## Gray Infrastructure

- Pipes
- Catch Basins
- Underground Storage
- Pervious Pavement

## Green Infrastructure

### Natural

- Creeks
- Streams
- Street Trees

### Built

- Detention Ponds
- Rain Gardens
- Infiltration Basins
- Bio-swales

## Public Right of Way

- Roads
- Ditches
- Curb Drains



# Examples

Gray Infrastructure



Green Infrastructure



Public Right of Way



# Design Criteria & Managing Expectations

Storm drains are not designed to pass all storms... there will always be a bigger storm

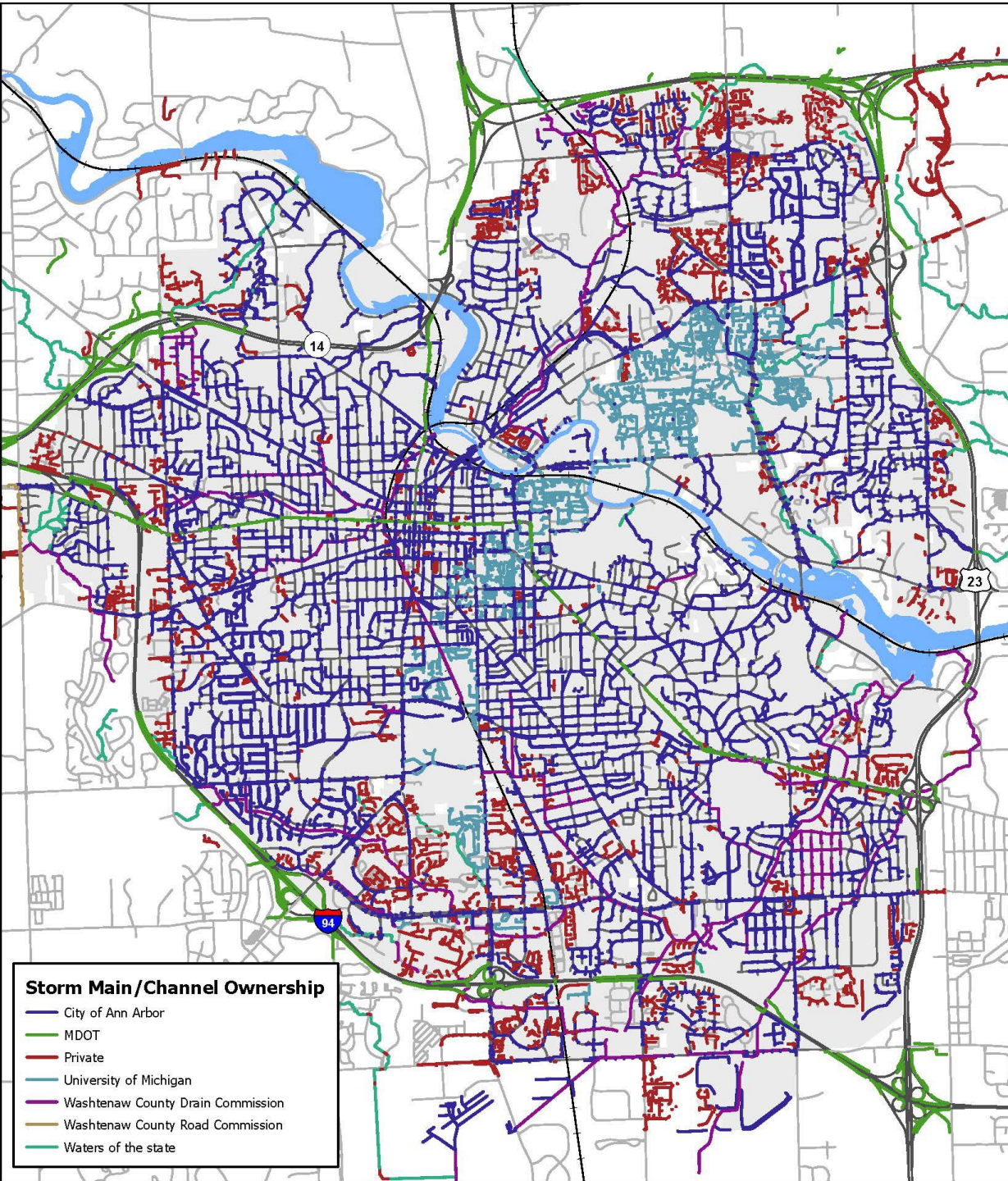
- Since the 1980's storm pipes constructed to pass the 10-year storm event\* (10% annual chance storm)
- Older storm pipes were designed to pass the 5-year storm event (20% annual chance storm)
- Surcharge (overflow) into streets & low-lying areas can be expected during major storm events
- Negative impacts on downstream properties and neighborhoods



\* The definition of what a 10-year storm event looks like has changed over the years due to climate change.



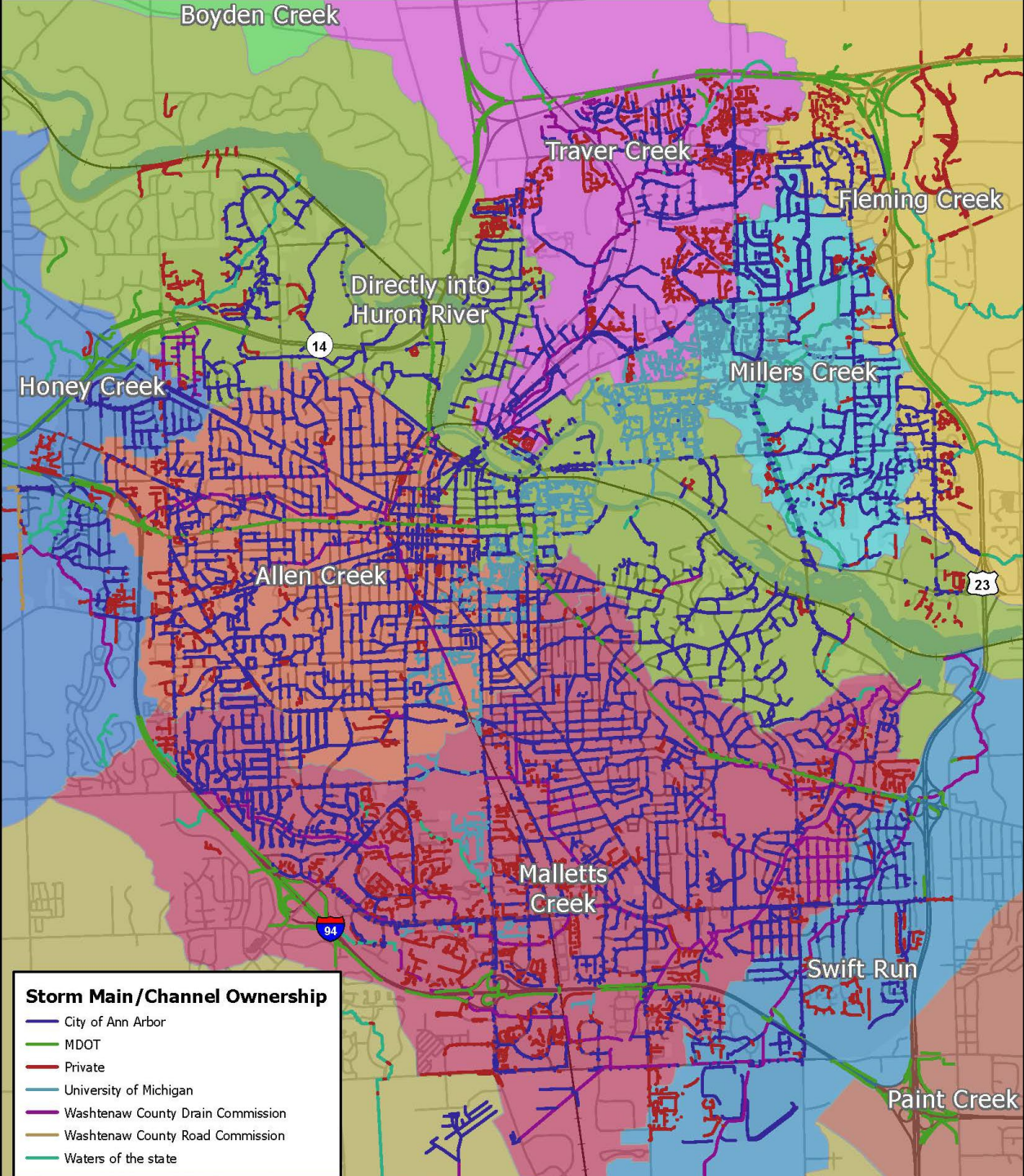




# Stormwater Assets

The City's Stormwater assets are only part of a larger stormwater infrastructure network.





# Creeksheds (drainage areas)



Ann Arbor Water is seeking proposals for the creation and establishment of a Comprehensive Stormwater Plan for the City of Ann Arbor. This Plan will be both a Policy Document and updated Stormwater SWMM Model.

This project is both a technical and policy creation endeavor. There will be Public Engagement included with the project.



# Required Deliverables

- Update of existing InfoSWMM Model
  - All stormwater infrastructure is contained in GIS
  - There is not a 1:1 relationship with the GIS to the hydraulic model pipes
  - Update will include recent capital improvements made to the stormwater system since 2015.
  - Update will not include a re-calibration of the model
- Incorporate Resiliency Planning into Stormwater Management Philosophy
  - Include Acute Event strategies and planning methods
    - Incorporate recommendations from the City's Hazard Mitigation Plan
  - Longer term resiliency planning to incorporate Climate Adaptation Strategies
    - Include criteria for decision making and infrastructure management/investments
    - Utilize updated rainfall projections in partnership with the National Oceanic and Atmospheric Administration (NOAA)
    - Identify existing infrastructure assets vulnerable to changing precipitation patterns and improve adaptive capacity of these systems
    - Ensure alignment with the A2ZERO Plan



# Required Deliverables

- Incorporate Watershed Planning efforts (3rd party initiatives)
- Incorporate Localized drainage studies/analysis
- Validate and/or make recommendations for update of Level of Service Principles from 2017 Level of Service Study
- Analysis of Existing Policies/Ordinances/Standards and strategies for alignment with to-be-established philosophy



# Required Deliverables

- Project Management
  - Holding kick-off meeting with staff.
  - Holding bi-weekly scheduled project update meetings with staff
  - Propose and implement a public engagement and communications strategy.
    - Facilitate public engagement in-person and virtual meetings across the community.
      - Exercises and presentations will be provided by the consultant that inform the public of the process and potential impacts
      - Complete the City of Ann Arbor's Community Engagement Toolkit with City staff (minimum of 2 hours)
      - In collaboration with the City, develop a stakeholder list of who needs to be invited to participate and which methods will be used to reach them.
      - Ensure the inclusion of historically under-represented communities during the engagement process.
      - Develop the project's messaging and materials in collaboration with the city's Communications staff for approval and distribution by the city.
      - Establish a Stormwater Advisory group, consisting of an accurate representation of the community, including local stormwater and watershed professionals.
      - Plan to meet with a minimum of 8 stakeholder groups on-site
      - Systematically document the feedback provided by the public, incorporate this data into the analysis, and if necessary, provide a graphical or creative way to share the results back to the public.
      - Preparing public information materials in collaboration with City's Communications staff for approval and distribution by the City



# Proposal Submittals

**All proposals are due and must be delivered to the City on or before, November 29, 2023 at 3:00 p.m. (local time).** Proposals submitted late or via oral, telephonic, telegraphic, electronic mail or facsimile **will not** be considered or accepted.

**Each respondent must submit in a sealed envelope**

- **one (1) original proposal**
- **two (2) additional proposal copies**
- **one (1) digital copy of the proposal preferably on a USB/flash drive as one file in PDF format**

**Each respondent must submit in a single separate sealed envelope marked Fee Proposal  
two (2) copies of the fee proposal**

**The fee proposal and all costs must be separate from the rest of the proposal.**



# Proposal Schedule

The following is the schedule for this RFP process.

## Activity/Event

Written Question Deadline

Addenda Published (if needed)

Pre-Proposal Meeting

Proposal Due Date

Tentative Interviews (if needed)

Selection/Negotiations

Expected City Council Authorizations

## Anticipated Date

November 15, 2023, 10:00 a.m.

by November 17, 2023

November 6, 2023, 10:00 a.m. (Local Time)

November 29, 2023, 3:00 p.m. (Local Time)

Week of December 11, 2023

December 2023

January 2024

The above schedule is for information purposes only and is subject to change at the City's discretion.







Questions?

