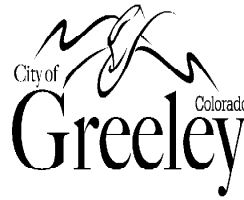


Addendum #1



Project Information

Project Name:	CPRD Comprehensive Master Plan - RFQ
Bid Number:	F22-09-077-1
Date:	December 19, 2022
Project Manager:	John Dargle

Addendum Questions

Question #1	Was the pre-proposal meeting recorded or was there a presentation you would be willing to share?
Answer	Pre-proposal meeting was not recorded. Pre-proposal meeting was geared towards open questions/answers conversation, so we did not have a presentation.
Question #2	Did the 2021 Facilities Assessment include an analysis of outdoor facilities as well as building architecture and building condition? Or to what extent should this project include a building assessment and asset condition assessment?
Answer	The 2021 Facilities Assessment included park restrooms and shelters. Attached is a summarized report of the condition assessment for CPRD facilities. The City of Greeley can provide additional detail for the buildings identified within the attached summarized report. ADA was excluded from the analysis due to budgetary constraints; however, an ADA analysis was completed in 2012. The facility assessment should produce a ten-year capital improvements program (CIP).
Question #3	What level of detail is needed for inventorying other government and private parkland and facilities? What data does the city already have or have access to?
Answer	Inventorying other government and private parkland shall include amenities and park type/classification (i.e. playground, tennis courts, pavilion, school/community park). City of Greeley can provide the data and arrangements of public use to be included in the consultants recommendation of level of service needs, geographic equity, and diversity of services.
Question #4	Can you please confirm that this is an email submittal? There is a sentence on page 32 indicating that the City will not accept email or fax submittals.
Answer	Please disregard, that is an error. Please email your RFQ Response to purchasing@greeleygov.com . Only emails sent to purchasing@greeleygov.com will be considered as responsive to the Request for Qualifications. Emails sent to other City emails may be considered as non-responsive and may not be reviewed.
Question #5	May we provide links to our project examples, or do you require hardcopies/digital attachments depending on the submittal type?
Answer	Links to project examples are appropriate with written overview of project and the consultants role in the project. Please provide a project owner reference or point of contact.

Question #6	Do you require or have a preference if meetings with PRAB, TAG and other work groups be in person or virtual?
Answer	Depending on the purpose of meetings (information, decision-making, interactive), we do not require or have a preference if meetings are in person or virtual. Project team and consultant will determine appropriate means if the meeting is in person or virtual depending on the purpose and audience.
Question #7	Are you already utilizing a cost recovery model? If so, can you share it and do you expect it to be reviewed or integrated into our report?
Answer	CPRD worked with 110% Inc. (an Amilia Company) in 2019 to develop an approach to cost recovery, but it has not been accepted or approved by City Manager. Attached is the Cost Recovery Plan approach and we expect this plan to be integrated into the master plan.
Question #8	Do you have a preferred/contracted translation service? If yes, who?
Answer	Preferred translation service is EC Translation.
Question #9	Would you please share your expectations regarding the grant funding plan? Do you expect a listing of possible grants or a full grant funding plan that aligns components with possible sources?
Answer	As part of the financial perspective, the City of Greeley expects consultant to identify all funding sources available to include a listing of possible grants that aligns components with possible sources. CPRD does not expect a full grant funding plan, but a list of recommended grants that are applicable to our need and examples of those grants in action.
Question #10	Can you please share your expectations around the "potential economic impact of recommended actions?" Are you expecting a full economic impact study for the entire project? If no, can you please share your expectations.
Answer	We do not expect a full economic impact study for this project. If there is a recommendation that means significant investment of resources or new service, we expect a justification and an applicable example of that ROI and O&M costs with a recommendation to further conduct feasibility study and/or economic impact study as needed.
Question #11	Is a budget determined for the scope of services set forth in the RFQ?
Answer	At this time the budget information is not available.
Question #12	Since this is a Request for Qualifications, do you intend this submission include a consultant detailed scope of work, methods and list of deliverables? Or are you looking for the submission to only respond to the high-level questions about approach indicated in Evaluation Criterion #2 page 34.
Answer	Submissions should include a consultant detailed scope of work, methods and list of deliverables.
Question #13	At what stage in the proposal process will a proposed cost breakdown be required in response to evaluation criterion #3 cost of effort?
Answer	Please disregard, criteria #3. All proposed cost breakdown and cost of effort is not required in submissions. Cost will be addressed during negotiations, after the evaluation team has made a decision to award a vendor.

Revised timeline below, containing corrected dates, 2022 to 2023.

Item #1

Schedule of Events (subject to change)	All times are given in local Colorado time
RFQ Issued	December 1, 2022
Virtual Pre-Proposal Conference will be held	December 9, 2022, at 10:00AM via Microsoft Teams, see page 3
Inquiry Deadline	December 13, 2022, before 2:00PM
Final Addendum Issued	December 19, 2022
Proposal Due Date and Time	February 1, 2023, before 2:00PM
Interviews (tentative)	Week of February 13, 2023
Notice of Award (tentative)	Week of February 20, 2023