

Addendum #1



Project Information

Project Name:	Development Code Audit and Update
RFQ Number:	F24-06-051
Date:	07/09/2024
Project Manager:	Don Threewitt

Addendum Questions

Question #1	As part of our proposal we requested to provide a detailed Cost Proposal for the identified work tasks, which we can provide. Can the City provide a consultant fee that anticipated for this scope of services?
Answer	Greeley has a budget for the entire Development Code Audit and update project, which includes code development, process mapping/optimization, implementation needs, and development of tracking processes. Consultant fees may vary based on scope and approach, among many other factors. As stated in the RFQ, a proposal's cost approach is 10% of the evaluation.
Question #2	There are 12 chapters in the existing code; which chapters, if any, do staff anticipate will need few or no substantive revisions?
Answer	The expectation is a full audit of the existing code. Chapter 9 Signs is currently in the update process, and will likely need no further attention. Staff anticipates only minor updates to Chapter 1 General Provisions, Chapter 4 Zoning Districts and Uses, Chapter 11 Supplemental Standards. The remaining chapters have varying revision needs.
Question #3	Were significant changes made to the development review procedures in the 2021 code update?
Answer	Yes. The procedures were streamlined and trended toward more administrative approvals. Staff anticipates some additional work to this chapter, but not a substantial overhaul.
Question #4	Would the City consider a single response to this project (RFQ #F24-06-051) in combination with RFQ #F24-06-050 (Affordable Housing Code and Fast-track Process), or would the City prefer to keep them separate?
Answer	The City would prefer two separate proposals, even if much of the information is identical. One is time-limited and partially grant-funded, so administration of that project should remain on a separate track. As stated in the RFQ, firms are encouraged to apply for both, but will remain under consideration if they elect to bid on one.
Question #5	Can you share or do you have the information available to share, however, if possible, could you please provide the total budget allocated by the City for both of these projects? This information will help guide us in our scoping and budgeting efforts needed for each proposal.
Answer	At this time the budget information cannot be shared.
Question #6	The RFQ has the primary goals stated, however, Goal 3 is omitted from the RFQ. Is there a Goal 3 for the Primary Goals that should be a part of the RFQ and if there is can you please provide that Goal? This will help us to ensure that we make sure that all the goals of the update are met.
Answer	The goals section is complete, the numbering is incorrect. Additionally, Goal 8 should read "Bring the code into conformance with any changed State or Federal laws.