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**THIS ADDENDUM SHALL BECOME A PART OF THE SOLICITATION  
AND MUST BE ACKNOWLEDGED**

**Request for Proposal RFP 25-001 – Engineering and Design Services for the Fountain Creek at Hanson Trailhead Improvements Project - dated November 20, 2024**

**CLARIFICATIONS:**

El Paso County will only accept electronic bid proposals submitted through the Rocky Mountain E-Purchasing system. A Submittal Log will be posted after the County has had an opportunity to review and verify the submittals offered to the County.

The original Offer must be received before the due date and time through an electronic package transmitted through the Rocky Mountain E-Purchasing system. The Vendor is responsible for ensuring its Response is posted in its entirety by the due date and time outlined in the solicitation document. No allowances will be provided to those Vendors whose submittal is not uploaded prior to the due date and time outlined in the solicitation.

**ADMINISTRATION:**

- The question period has expired
- Responses should follow the Response Format on pages 17 and include all responses to all mandatory requirements.
- We will be verifying submittals include the following:
  - Submittal properly acknowledged (Cover Sheet)
  - Addendum acknowledged
  - Required Documentation
  - Work Plan and Schedule
  - Evaluation Criteria Documentation
  - Submission Form
  - Completed W9

If a submittal is missing any of the above-mentioned documentation the submittal may be returned to the vendor as non-responsive and be deemed ineligible to participate.

## **RESPONSE TO QUESTIONS:**

1. Is the County planning on having consultants assist them through the FEMA funding process?  
1A. No, the County is not planning on having consultants assist.
2. Are all these improvements already obligated as direct repairs, or will the County have to apply for mitigation dollars to achieve the rest of their goals?  
2A. Mitigation dollars will be given based on recommended/approved proposed improvements.
3. Does this FEMA assistance fall under directive 4731?  
3A. Yes, this FEMA assistance falls under directive 4731.
4. Typically, FEMA funds are qualifications based only RFPs; can we confirm that a fee is required as part of this submittal?  
4A. Yes, a fee is required as part of this submittal.
5. The scope says, "For estimating, the Consultant shall assume that sixty (20) potholes will be required." Can you please clarify if sixty or 20 potholes should be assumed?  
5A. Twenty (20) potholes.
6. We appreciate the additional information provided in Addendum #3. We want to thoroughly review the new information and use it to inform our design approach and fee estimate. To allow for adequate time to prepare a comprehensive proposal response and allow our pursuit team time off for the holidays, would the county consider extending the submission deadline by two weeks?  
6A. An addendum has been issued to extend the submission deadline to January 22<sup>nd</sup>, 2025.
7. In consideration of the Christmas and New Year's holidays, would El Paso County consider extending the deadline for proposals? Providing an extension would allow proposers to develop complete and responsive submissions that present El Paso County with the best available information and resources.  
7A. See response on Question #6 above.
8. Does the County want the following items included in the Required Documentation Section or after the Evaluation Criteria documentation? --Provide the completed and signed Cover Sheet --Addendum(s) Acknowledgement, if applicable --Submission Form  
8A. These documents shall be in the Required Documentation Section.
9. 1. ...Recognizing that the RFP indicates, "...For estimating, the Consultant shall assume that forty-five (45) exploratory borings will be required...", is EPC receptive to an alternate number of exploratory borings for the Geotechnical and Subsurface Investigation?... 2. ...Recognizing that the RFP indicates, "...For estimating, the Consultant shall assume that twenty (20) utility potholes will be required...", is EPC receptive to an alternate number of utility potholes for the subsurface utility investigation?... 3. Can EPC confirm that there should be three assumed easements that will need to be obtained with real estate services?  
9A. 1. Assume twenty (20). 2. Use twenty (20) for bidding purposes. 3. Assume three (3) easements needed.
10. May we substitute an 11x17 page for two 8x11 pages?  
10A. Proposed project schedule and fee schedule can be in 11x17 sheets, all others shall be 8.5x11 sheets.

11. We understand that this is a FEMA funded project. Can EPC further define FEMA's anticipated role in the project and any specific expectations for coordination, reviews, and deliverables?  
11A. FEMA has oversight on this project. They will review and provide comments on deliverables. EPC will coordinate with FEMA.
12. In section IV. Past Projects 2. b, c. d. and e., there are multiple references to see attached plans from the referenced projects. Can these referenced plans be provided?  
12A. Other than what was already provided via previous addendum, there is no other plans available.
13. Is the county open to other design alternatives that were not included within the FEMA grant application and that were not accounted for as part of FEMA funding? Does the county have an approximate overall construction budget? If so, can you provide the construction budget? Can the county extend the submittal deadline from January 8, 2025, to January 22, 2025?  
13A. Yes, the County is open to other design alternatives. Consultants shall provide several concept design alternatives for the County and FEMA to review. There is no overall construction budget available yet. Submittal deadline has been extended to January 22<sup>nd</sup>, 2025 via addendum. Also see answer to question #6 above.
14. Is there a funding deadline?  
14A. Not at this point. However, your project schedule will be evaluated with the RFP submission.
15. Is a landscape architecture needed?  
15A. No, a landscape architecture is not needed.
16. Is community outreach a requirement?  
16A. No, there is no community outreach requirement.
17. Is a Geotech report needed?  
17A. Yes, a Geotech report is needed.
18. Is a drainage report needed?  
18A. Yes, a drainage report is needed.

If the submittal arrives late and/or is not uploaded in its entirety, it will not be included in the electronic lockbox.

Signature below indicates that applicant has read all the information provided above and agrees to comply in full. This addendum is considered as a section of the Request for Proposal and therefore, this signed document shall become considered and fully submitted with the original package.

PRINT OR TYPE YOUR INFORMATION

Company Name: _____	Fax: _____
Address: _____	City/State/Zip: _____
Contact Person: _____	Title: _____
Email: _____	Phone: _____
Authorized Representative's Signature: _____	Date: _____
Printed Name: _____	Title: _____
Email: _____	Phone: _____