REQUEST FOR PROPOSAL
Addendum 1

Engineering Design Services
for
Infrastructure Improvements at
Floyd Regional Commerce Center

Proposals Due February 18, 2020 at 3:00 pm
The published RFP for Engineering Design Services for Infrastructure Improvements at Floyd Regional Commerce Center is being amended with the following items.

1. Form SF 330 is referenced on page 10 (item #f) of the RFP. It is not required to be part of the submittal. Consultants may use their own format for the submission.

2. Pre-proposal meeting summary. A non-mandatory pre-proposal meeting was held at the Floyd Innovation Center on February 4, 2020. The sign in sheet listing attendees is provided in this addendum. Attendees were briefed on the project and RFP. The following information not included in the RFP was addressed or provided in response to questions.
   a. A concept plan of the site was displayed to show the anticipated layout of the road and utilities (provided in this addendum).
   b. Funding sources were identified as the Tobacco Commission (for utilities) and the Appalachian Regional Commission (for the road, with oversight by VDOT).
   c. The project will be locally administered by Floyd County with the New River Valley Regional Commission providing grant administration support. VDOT will not be part of the engineering procurement process until contract review.
   d. Regarding questions about the project schedule: the original deadline for completing VDOT’s scoping process was March 31, 2020; this timeline will be adjusted in consultation with VDOT once an engineering consultant is selected. The construction schedule will also be adjusted, but the project is expected to be complete in 2023.
   e. The environmental review process is being conducted by the New River Valley Regional Commission.
   f. Some surveying of the site has been done, but surveying will be needed for the design work. A 20-year-old boundary survey of the property is available.

3. A question was posed asking for clarification of the DBE goal and eligible firms. A DBE commitment must be for at least 8%. You can exceed the required DBE goal, but cannot be short of it unless Good Faith Efforts to achieve the DBE Goal are made. Documentation of Good Faith Efforts must be submitted if the proposing firm falls short of the 8%.

   The DBE firm can be the prime or any number of subconsultants, or any combination, as long as the total value of DBE services meets or exceeds 8% of the total professional services costs. A SWaM firm does not count toward this percentage at all, regardless of whether they are a prime or a sub.

   DBE and SWaM are different programs. DBE is federal and SWaM is state. SWaM only registered firms do NOT count toward the DBE requirement. Only registered DBE firms qualify. In this link you can filter by DBE under “Certification Type” - https://www.sbsd.virginia.gov/directory/ Refer to Page 5 of the RFP more information about this.
Any further inquiries should be addressed to:

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## Floyd RFP for Engineering Design of Road and Utilities at Commerce Center
### Prepropsal Meeting
**February 4, 2020 at Floyd County Administration**

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Representing</th>
<th>Email, Phone Address</th>
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</thead>
<tbody>
<tr>
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</tbody>
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LEGEND

WATER MAIN
SANITARY SEWER MAIN
STORM SEWER LINE
STAGE 1 LIMITS
ROAD PAVEMENT
GRASS CHANNEL (BMP)
STAGE 1 PAD AREA
SHARED USE PATH

NOTES:

1. PHASE II, STAGE 1 CONSTRUCTION REPRESENTED ON THIS PLAN INCLUDES ROADWAY CONSTRUCTION AND WATER & SEWER UTILITY INSTALLATIONS. THE EARTHWORK ASSOCIATED WITH THE ROADWAY CONSTRUCTION WILL YIELD AN EXCESS OF EARTH MATERIAL THAT WILL BE DEPOSITED IN A CONTROLLED MANNER ON THE NEAREST AREA REQUIRING FILL, WHICH IS LOCATED JUST TO THE EAST OF THE ROADWAY CONSTRUCTION. THE FILL OPERATIONS WILL RESULT IN A USABLE PAD AREA OF APPROXIMATELY 2.3 ACRES.

2. ANTICIPATED FUNDING FOR THE ROADWAY CONSTRUCTION IS BY APPALACHIAN REGIONAL COMMISSION. ANTICIPATED FUNDING FOR THE WATER AND SANITARY SEWER UTILITY WORK AND STORM PIPING TO COMPLETE THE STORMWATER MANAGEMENT AND DRAINAGE FOR THE 2.3 ACRE PAD AREA IS BY TOBACCO REGION REVITALIZATION COMMISSION.