



March 16, 2020

ADDENDUM #1

RFP 20-06 BEAR BRANCH – SOUTHSIDE PARK
STREAM RESTORATION - DESIGN

(Must be completed and returned with response)

AT THE TIME OF THE ISSUANCE OF THIS ADDENDUM, THERE IS NO DELAY OR CHANGE IN THE DUE DATE FOR THE PROPOSALS, AS THE TOWN IS OPEN AND OPERATING ON A NORMAL BUSINESS SCHEDULE

1. Q: What are the Town's specific restoration goals and objectives for this project? The site has very difficult site constraints and understanding the Town's specific goals are essential for us to develop a restoration approach and methodology.
A: The Town's restoration goals and objectives are outlined in the Stormwater Local Assistance Fund Grant Application. Link provided on page 1 of RFP 20-06.
2. Q: What are the Town's specific project limits? Can you define the maximum lateral extent of the possible work? Is reconfiguration of the park recreational fields and infrastructure (parking lot, access road) an option?
A: Appendix A contains the location map and extents of the proposed project. The maximum lateral extent will be determined during the design of this project. The Town does not intend to reconfigure recreational fields, parking lots, or existing access roads.
3. Q: What are the allowable tree impacts? Both from a regulatory perspective (Town and County) and from a public perception standpoint.
A: The project should minimize impact to trees to the extent practical.
4. Q: Is LID within the two parks areas (Southside Park and George C. Yeonas Park) an option? Would impacts to parking spaces be allowed to make room for LID features?
A: The scope of this project is limited to a stream restoration.
5. Q: Is design/build an option for this work?
A: No, design and construction will be separate contracts.
6. Q: Section 3.3. Surveys - on page 2 of the RFP, this section states, "A tree survey that pertains to tree sizes (DBH) must be created for this project. The applicant is to outline the proposed requirements of the tree survey to be performed." Does the Town of Vienna require only a survey of DBH or will this also need to include a survey of tree species?
A: The tree survey is required to collect any information that is necessary for the design of this restoration.
7. Q: Section 6. Award of Contract - on page 4 of the RFP, this section states, "At the discussion stage, the Town may discuss non-binding estimates of total project costs including, but not limited to non-binding estimates of cost of services." Does this mean that no proposed cost or budget is required with the initial proposal submission on March 26th, but is only necessary if the Offeror is deemed fully qualified and the Town moves forward with discussions?
A: Per Section 4. Proposal Preparation and Submission Requirements – 2. Specific Submittal Requirements, there is no request to submit a proposed cost, therefore, one is not required at this time.
8. Q: Section 9.23. License Requirement - on page 9 of the RFP, this section states, "All firms doing business in the Town of Vienna are required to be organized or authorized to transact business in the Commonwealth of Virginia or include in its bid or proposal a statement describing why the bidder or offeror is not required to be so authorized. Additionally all firms doing business in the Town of Vienna are



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required to be licensed in accordance with the Town's "Business, Professional and Occupational Licensing (BPOL) Tax" Ordinance. Wholesale and retail merchants without a business location in the Town are exempt from this requirement. Questions concerning the BPOL Tax should be directed to the Finance Department, Business License Office, Telephone number (703) 255-6321. The BPOL License number must be indicated on the submitted bid form." Our business is not located in the Town of Vienna; are we therefore exempt from providing a BPOL License number? We do have an ID Number issued by the SCC to transact business in VA.

A: As that Section states "Wholesale and retail merchants without a business location in the Town are exempt from this requirement." Therefore, businesses not located in the Town are exempt.

- 9. Q: We are aware that the survey window for identifying the Small Whorled Pogonia is June 1 - July 20. Are we correct to assume the Town would want this survey completed summer of 2020?

A: Time is of the essence. The Town would like the survey to be completed as quickly as possible.

ALL OTHER TERMS, CONDITIONS, AND SPECIFICATIONS SHALL REMAIN THE SAME.

A copy of this signed addendum must accompany your response as an acknowledgment of its receipt:

NAME AND ADDRESS OF VENDOR:

PHONE #: _____ EMAIL: _____

NAME OF AUTHORIZED REPRESENTATIVE:

Please Print

SIGNATURE: _____ DATE: _____