



September 18, 2024

Addendum 1

RFQ PS24-034

Request for Qualifications

Professional Engineering, Survey, and Graphical Information System (GIS) Services

City of Fairhope

Fairhope Area Storm Water Mapping & Resiliency Planning

Addendum 1 contains questions and answers submitted via email, and at the non-mandatory pre-bid meeting held on Tuesday, September 17, 2024 at 10:00 a.m.

This bid will be opened at the City of Fairhope's City Services and Public Utilities Building, 555 South Section Street, Fairhope, AL 36532 at 10:00 AM on Tuesday, October 1, 2024. Vendors shall acknowledge this Addendum 1 on their submitted Bid Response Form.

Questions Submitted during the non-mandatory pre-bid meeting:

1. Do you anticipate that open channels will be required to be surveyed, inventoried and mapped?
 - A. Generally, no. There may be a condition where a closed system daylights to an open channel and then reenters a closed system, in this situation the open channel conveyance would be captured and included. Many outfalls discharge into the City's system of gullies that drain to the bay, these open conveyances would not require capture or mapping.

2. With the Repetitive Flood Loss (Assessment) being such a minority part of the overall project, do you anticipate this as a quantitative or a more qualitative part of the overall project?
 - A. The City's Certified Floodplain Manager ("CFM") may want to focus on some known "hot spots" and evaluate a specific area. This may be accommodated within the budget parameters. However, the intent of the deliverable is to assist the City in developing general strategies to address and remedy prospective future losses.

3. Will private drainage be surveyed, inventoried and mapped?
 - A. Yes. There may be cases where there are closed systems contained wholly within a commercial site and they could be excluded from the inventory. Many segments of our MS4 system are part of the overall public drainage system although they are privately maintained and lie in easements of private property. The extents of all mapping will be determined as part of the development of the mapping prioritization schedule once a firm is selected and under contract.

4. How do you envision GIS data sharing? Will the selected firm work within the City's GIS System (i.e. live data) or work from copied data?
 - A. There may be the possibility to work live, but it is anticipated that after the data protocols (schema) are established, the Firm will work under the copied data format with scheduled transfers to update the City's system. Data flow and access will ultimately be determined by the City's GIS Supervisor.

5. How do you foresee sea level rise and/or climate change being addressed in Storm Water Management BMP Manual and resiliency planning?
 - A. The City's current standards, manuals and guidelines were developed at a time that did not contemplate sea level rise and/or climate change. Nor has there been any hard data to qualify or quantify the concept. No doubt that the concept can be contemplated in the development of these documents and plans.

6. What is the City's realistic schedule for this project?
 - A. In the grant application, the City estimated 52 weeks (one calendar year) for 100% deliverables. The grant requires completion and close out two months prior to December 21, 2028. The respondents should speak about resources and staff availability in the RFQ proposal. The realistic expectation is 12-18 months.

7. What percentage (dollars and time) of each watershed will be calibration and/or verification of existing data versus out in the field collecting raw data?
 - A. This is difficult to quantify. As examples, in the Stacks Gully watershed, little data exists – so it is anticipated 10% existing data and 90% fieldwork. Whereas in Cowpen Creek watershed, that could be the opposite. Since the priority watersheds are the ones with the least existing data, Firms should anticipate the highest percentage of fieldwork.

8. Will existing data be provided digitally?
 - A. Yes – all data the City has digitally will be made available to the selected firm. The City does possess surveys and plans in paper form and that will be made available as well. Firms should anticipate some manual data entry. In any case that the City can request a digital copy from a past vendor, we will make that request to expedite the process.

9. What is the City's "end goal" for this project?
 - A. The major goal of MS4 mapping is to know the details (location, size, shape, elevations, materials, etc.) of the City's drainage system. This will accommodate the City's ability to budget for system maintenance and improvements, coordinate/eliminate future infrastructure conflicts, assist in the evaluation of development applications, and provide for a better understanding of the condition and operation of the City's overall system. Secondly, the City needs and updated and applicable Storm Water Management BMP Manual. Simply stated: this is a data management and planning tool.

Questions Submitted Via Email:

1. What hydrologic/hydraulic stormwater modeling software was used, if any, in developing the City's current floodplain, inundation level of service, or stormwater master plan BMPs/CIPs along with identifying the current repetitive flood loss properties?
 - A. No independent hydraulic modeling was used in developing the City Flood Damage Prevention Ordinance. The Alabama Office of Water Resources (OWR) provides the listing of FEMA repetitive loss properties to the Floodplain Manager upon request. There are legal limitations on sharing the address or location of formally listed Repetitive Loss properties that are imposed by FEMA.

2. If no stormwater modeling software was used, did the City use FEMA's current floodplain map?
 - A. The City utilizes the most recent Flood Insurance Rate Maps (FIRMs) that were published April 2019 for enforcement of the Flood Damage Prevention Ordinance.

3. Was sea level rise considered in the City's current stormwater model, BMP manual, master plan, vulnerability assessment, or resiliency planning? If so, which Representative Concentration Pathways (or emission trajectories) and future planning year(s)?
 - A. The short answer is no. Our current standards, manuals and guidelines were developed at a time that did not contemplate sea level rise. Nor has there been any hard data to qualify or quantify the concept. The City neither possesses nor uses any comprehensive stormwater modeling platform. Repetitive Flood Loss (Assessment) and Storm Water Management BMP Manual (Update) deliverables are important, yet are minority deliverables. The expectation is to assist City staff in identifying the immediate needs and providing a framework for ultimate updates and improvements to these stormwater components.

4. Has the City recorded all debris depths, by stormwater pipe or structure (stormwater asset) from CCTV or visual inspection, in GIS as an attribute field in order to help the selected vendor prioritize field data collection efforts (invert elevations) with Public Works?
 - A. Comprehensively, no. Public Works has historic data, somewhat piecemeal, that indicates the area of emphasis and priority. The City has areas that the existing infrastructure has developed over a long period of time. These areas include but are not limited to: the Central Business District, Fruit & Nut Section, Gayfer Road Communities, Volanta Avenue Communities, Tatumville (South Fairhope) Communities. Whereas 50% of the City's stormwater infrastructure has been developed and built in the modern era (last 25 years). This would include the many areas east of US Highway 98, the CR13 Corridor and the SR181 Corridor. During the modern era these systems were designed per rigid engineering standards, modern materials (RCP/HDPE) and when completed the City was provided with "As Built" drawings. For infrastructure built in the last 25 years there are not many unknowns. The priority will be in those historic areas that the stormwater infrastructure is antiquated and poorly mapped/recorded.

5. What Stormwater asset condition data is stored in GIS or an external system and what grading system was used, e.g., structural, O&M, capacity, etc. failure modes and 1-5 where 1 is like new and 5 is close to failure?
 - A. Outside of the MS4 Mapped Outfalls, there is not an established database of stormwater infrastructure. Thus, the reason for this project. Once a firm is selected, an evaluation criterion and condition rating (grading) system can be established in consultation with the selected firm.

6. The City does not appear on FEMA's Community Rating System (CRS) list of Eligible Communities as of April 1, 2024? Does the City have a desire to apply that would address the CRS program goals, providing discounted flood insurance premium rates for the community and an approach to address repetitive flood loss properties, or is the City covered under Baldwin County's CRS class?
 - A. The Building Department is aware of and familiar with the requirements of the CRS program. We are evaluating the possible benefits to the City, but have no definitive plans on enrolling in the program at this time.

7. Is the "MS4 Outfalls within City of Fairhope Corporate Limits" map, showing 792 potential assets, "Attachment A"?
 - A. Yes – All MS4 Mapped Outfalls are within the corporate City limits.

8. Please describe the method of how the outfalls (inlets) shown on the map were collected and entered into GIS, e.g., field inventoried using map-grade GPS, input by heads-up digitizing from record drawings, input by head-up digitizing using aerial photography, etc.?
 - A. Outfall data was collected on site, throughout the City. Personnel utilized an iPad, equipped with a cellular data plan to submit data via the GIS mobile application Survey 123.

9. What is the horizontal accuracy of the MS4 outfalls (inlets) shown on the map? What vertical data was collected on these assets, such as top of structure, throat elevation, or invert elevation, and what is the accuracy of the elevations?
 - A. This work was commissioned in 2011-12. The assumed horizontal accuracy is <1M. This was a locational (X & Y axis), descriptive (type of structure), and current condition mapping project of the City's outfalls. No elevation data was requested or provided.

10. Besides the 792 outfalls (inlets) shown on the enclosed map in the RFQ, what other stormwater management features need to be inventoried and elevations collected? How many uninventoried features does the City estimate it has?
 - A. For each drainage reach inventoried – it shall be inventoried (in detail) from top to bottom – i.e.: highest inlet to terminating outfall. All contributing branches leading to all trunk lines shall be inventoried and graphically mapped. This shall include every pipe, junction, box, inlet, grate, headwall, etc. These systems will be prioritized and inventoried by their priority status. The inventory will be budgeted controlled. When the budget is consumed, the inventory will conclude. There are significant un-inventoried systems within those areas of the City discussed above.

11. What layers and attributes are currently included in the City's geodatabase? What percentage of these features in GIS are attributed and what percentage are blank? Could the City provide the GIS file for download so the vendors can provide a targeted approach or methodology for the field data collection effort?
- A.1. Layers are: Outfall Inspections 2020; Outfall Inspections 2021; Outfall Inspections 2022; Outfall Inspections 2023; Outfalls 2012. See the attached list of attributes.
- A.2. Approximate Percentage Attributed: 72%; Approximate Percentage Blank: 28%.
- A.3. Yes, the City can provide a GIS file for download.
12. The City appears to be a permitted Phase II NPDES MS4 community under ADEM's permit ALR040000 and the City's ALR040040 historically? What is the City's current permit number? Could the City provide for download its most recent annual report submitted to ADEM since this document does not seem to appear on ADEM's eFile?
- A. The City of Fairhope is under the general permit ALR040040. This information can be found on the City of Fairhope website under Planning and Development Services Department, Planning and Zoning, Publications and Forms: <https://www.fairhopeal.gov/departments/planning-and-zoning/publications-and-forms>. Under Environmental Projects and Programs, select MS4 Annual Report 2022, MS4 Annual Report 2023 and Appendices. Please note that MS4 Annual Report 2023 has not yet been approved by ADEM.
13. Are subs required to fill the required forms?
- A. For the purposes of this RFQ, the submitting Firm and their partner(s) are required to complete and submit the required forms. Any additional documentation required for subcontractors who are not partners will be handled post-selection as part of the negotiated contract.
14. Confirming that the required forms are not included in the 15 page limit even though they are included in "1. Cover Letter – Section D."
- A. The following forms do not count against the the 15-page maximum for the RFQ. Nor will a front or back cover count against the 15-page maximum:
- Drug-Free Workplace Affidavit
 - Anti-Collusion Affidavit
 - Anti-Lobbying Affidavit
 - Immigration Law Compliance
 - Proof of Alabama Immigration Act Compliance
 - Certifications and Representations (Contract Funds)
 - Proof of Federal Government's SAM Registration Process
15. What data will be provided for data collection? Will you be sharing GIS files or paper maps of locations of existing structure and line within your system?
- A. All data the City possesses digitally will be made available to the selected firm. The City does possess surveys and plans in paper form and that will be made available as well. Firms should anticipate some manual data entry. In any case that the City can request a digital copy from a past vendor, we will make that request to expedite the process.

16. Since the largest piece of the work is mapping and GIS, could the responder qualify if the prime is a surveying firm with a full-service engineering firm as a sub-consultant?

A. The first listed Minimum Qualification is: *“Respondent must be a full-service Professional Engineering firm (with access to Land Survey, Professional Engineering, and graphical information system (GIS) services) maintaining a main or divisional office within the Gulf Coastal Region of Alabama, Florida, or Mississippi.”* The respondent must ultimately be responsible for determining if their proposal meets the listed qualifications. At a minimum, if a Surveying Firm is to be the prime, they should hold a CA from the Alabama Board of Licensure for Professional Engineers and Land Surveyors. Then City will make the final determination if the qualifications have been met post submittal.

Attributes:

ObjectID

GlobalID

CreationDate

Creator

EditDate

Editor

Owner Change Since Last Inspection

Owner Name:

Closest Address:

Phone Number:

Site Status:

Date and Time of Inspection:

Site Conditions:

Type:

Vegetation Inspected?

Vegetation Maintenance?

Erosion Inspected?

Erosion Maintenance?

Animal Burrows Present?

Animal Burrows Maintenance?

Cracking, Sliding, Bulging?

Cracking, Sliding, Bulging Maintenance?

Drains Blocked/Non Functioning?

Drains Blocked/Non Functioning Maintenance?

Leaks or Seeps?

Leaks or Seeps Maintenance?

Slope Protection Inspected?

Slope Protection Maintenance?

Low Flow Orifice Functional?

Low Flow Orifice Maintenance?

Cracks, Displacement, Spalling?

Cracks, Displacement, Spalling Maintenance?

Outfall Pipe Condition Inspected?

Outfall Pipe Condition Maintenance?

Rip Rap Filter Berm Inspected?

Rip Rap Filter Berm Maintenance?

Outfall Working?

Outfall Maintenance?

Outfall Channel Inspected?

Outfall Channel Maintenance?

Rip Rap at End of Outfall Pipe Inspected?

Rip Rap at End of Outfall Pipe Maintenance?

Complaints from Residents:

Public Hazards:

Comment 1:

Overall Facility Condition:

Next Routine Inspection (Approximately):

Watershed:

Big Mouth Gully Outfall Data Point:

Tatumville Outfall Data Point:

Turkey Branch Outfall Data Point:

Pensacola Worm Branch Outfall Data Point:

Waterhole Branch Outfall Data Point:

Stack Gully Outfall Data Point:

Point Clear Creek Outfall Data Point:

Volanta Gully Outfall Data Point:

Fly Creek Outfall Data Point:

Rock Creek Outfall Data Point:

Cowpen Creek Outfall Data Point:

Other Description:

Classification:

Description:

Inspector Name:

Other Inspectors:

Inspector Name:

Other Inspectors:

Description:

Description:

Description:

Description:

Comment 2:

Comment 3:

Description:

Description:

Description:

Description:

Description:

Description:

Description:

Description:

Property Owner

Other - Property Owner

OBJECTID

Material

Shape_1

Depth_Dime

TopWith_Di

Bottom_Wid

Comment

Flow__Desc

Outfall_Da

Deposit_St

Abnormal_v

Poor_pool_

Pipe_benth

Date_colle

Type

Watershed

Category

Barrels

Diameter_i Submerge_w

Submerged_ COF_MS4_ID

Pic_2012a

Pic_2012b

Lat

Long



CITY OF FAIRHOPE, ALABAMA
NON-MANDATORY PRE-BID MEETING

Meeting Date: 09/17/24 at 10:00 a.m.

RFQ PS24-034 Prof Engineer – Storm Water Mapping & Resiliency Planning

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