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DEPARTMENT OF FINANCE

MICHELLE IRIZARRY, CFO
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Addendum No. 1

RFP No. 24-24

**ROCKDALE COUNTY'S PLANNING & DEVELOPMENT UNIFIED
DEVELOPMENT ORDINANCE UPDATE**

December 5, 2024

RFP #24-03 is hereby amended as follows:

1. Below are questions received and corresponding answers:

A. Question: The RFP suggests 10 pages for a detailed scope of services section, is there a limit of pages for the other items required for the proposal (i.e. resumes, schedule, forms)?

Answer: No, there is no page limit for the other items.

B. Can you confirm that the 10-page limit applies only to the scope of work section? I just want to make sure this limit does not apply to required forms, the title page, section dividers, resumes, or project reference sheets necessary to demonstrate qualifications.

Answer: Yes, only the detailed scope of services and excluded items such as cover, table of contents, required forms, and resumes.

C. Question: Can the County please clarify if just our response to the Scope of work on page 9 has a 10-page maximum? Will other information such as a cover page, table of contents, tab dividers, firm profile, cover letter, and project experience/resumes be excluded from the 10-page limit?

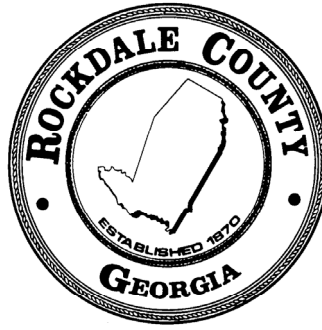
Answer: Yes, only the detailed scope of services and excluded items such as cover, table of contents, required forms, and resumes.

D. Question: Does just the Proposal Form on page 10 get sealed separately or do all required forms need to be sealed in a separate envelope?

Answer: The Proposal Form needs to be in a separate sealed envelope but can be in the same sealed envelope as the Technical Proposal, copies, and flash drive.

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E. Question: Should we submit the reference form in a separate sealed envelope with the rest of the forms or does the County prefer the reference form to be included within our proposal package under the Experience/Performance section?

Answer: Please submit with Technical Proposal package.

F. Question: We note that the County adopted a Collaborative Residential Subdivision ordinance in 2023. Was that new district type created to implement the Conservation Residential character type described in the Comprehensive Plan? Has the County received any applications or queries about those new provisions?

Answer: Collaborative Residential Subdivision was adopted in 2023 but updated to allow the zoning to be used in different character areas. The county has received several applications related to the zoning category. The district type's intent was to be implemented in the Conservation Residential character type however has been used more recently in the medium-density residential type.

G. Question: Can the County please clarify what we should include on the Proposal Form, Part I: Proposal Summary? Is this where we should include our proposed cost for the project?

Answer: Yes, this is where you should place your price proposal.

H. Question: The Comprehensive Plan includes a goal to enact a redevelopment and infill ordinance with staff as the lead. Does that mean it will be adopted before the completion of the UDO revision?

Answer: No, it will be adopted after the completion of the UDO revision.

I. Question: Can you please share the anticipated evaluation schedule of respondent submittals and the anticipated date of Notice to Proceed?

Answer: It is unknown at this time.

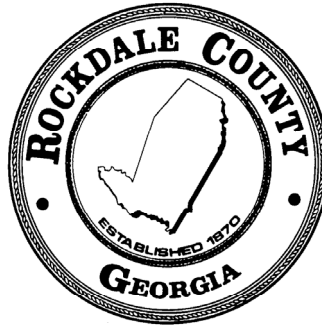
J. Question: Could you please share the anticipated total consultant budget for this project?

Answer: \$300,000.00

2. All other conditions remain in full force and effect.
3. If a proposal has been submitted and anything in this Addendum causes the contractor to change the item offered or to increase or decrease the proposal price, the new price and/or changes will be inserted below:

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4. All contractors under this Request for Proposal are kindly requested to acknowledge receipt of this Addendum on the Proposal Form, page 10 of this RFP.

Tina Malone

Tina Malone, CPPB CPPO
Purchasing & Procurement Manager
Department of Finance, Purchasing Division