

TOWN OF EMMITSBURG, MD
PHASE I – STORM WATER UTILITY FEASIBILITY STUDY

ADDENDUM NO. 2

DATE: July 14, 2021

This Addendum shall be incorporated into and form a part of the Contract Documents. It shall modify the original Bidding Documents dated July 1, 2021. All bids shall be based on this Addendum in accordance with the bidding documents. Bidders must acknowledge receipt of this Addendum in the bid package. Failure to do so may subject Bidder to disqualification.

This Addendum consists of three (3) pages.

Pre-Bid Meeting Minutes
July 14, 2021

1. Bids are due August 2, 2021 by 10AM.
2. Any questions must be submitted by 3PM on July 14, 2021.
3. The contract is expected to be awarded in September 2021.
4. It is the Town's desire to have final products delivered by February 1, 2022.

SUBMITTED QUESTIONS

1. *What is the scope of work for the storm water management plan to be developed by the consultant for the Town's MS4 permit term from 2023-2028?*
 - The consultant shall recommend project(s), including projected costs, that the Town can implement in permit term 2023-2028 in order to meet our impervious restoration target.
 - For example, the Town expects to retrofit the Northgate residential development storm water management basin in the 2023-2028 term.
2. *Will the Town provide GIS data of the current baseline impervious assessment?*
 - Yes.
3. *Are the bidders required to submit a total cost in the bidding package in order for the consultant to complete Phase 1 – Storm Water Utility Feasibility Study?*
 - Yes.

4. *Can the Town provide bidders a copy of the current restoration work plan?*
- Yes.
 - i. Go to www.emmitsburgmd.gov
 - ii. Hover over “Planning & Zoning”
 - iii. Click “Stormwater Management – MS4”
 - iv. Go to the bottom of the page and find “Annual Reports”
 - v. Find “10/31/2019 – 10/30/2020”
 - vi. Click on “Impervious Area Restoration Activity Schedule” and “Impervious Area Restoration Work Plan”.
 - An updated copy of these documents will be provided to the selected bidder when the next yearly report is submitted to MDE.
5. *Can the Town provide bidders a copy of the current baseline impervious assessment?*
- Yes.
 - i. Go to www.emmitsburgmd.gov
 - ii. Hover over “Planning & Zoning”
 - iii. Click “Stormwater Management – MS4”
 - iv. Go to the bottom of the page and find “Annual Reports”
 - v. Find “10/31/2019 – 10/30/2020”
 - vi. Click “Baseline Impervious Assessment”
 - An updated copy of this document will be provided to the selected bidder when the next yearly report is submitted to MDE.
6. *What billing system does the Town currently use?*
- Continental Utility Solutions, Inc.
 - The bills go out to property owners quarterly and includes water, sewer, and trash.
7. *Will the consultant be required to create educational materials for the public?*
- Yes. The consultant shall identify activities to be used to support and promote storm water program development, policies, and financial plan. This may include brochures, pamphlets, social media and/or public presentations for community meetings and workshops.
8. *Will GIS data of the Town’s stormwater management system be available to the consultant?*
- Yes.

9. *Will the Town hold stakeholder advisory committee meetings?*
- Yes. The consultant shall, at the Town's option, participate in up to 10 presentations to Town staff, elected officials, and/or general public interest groups. It is expected that the consultant will run these meetings.
10. *Will the consultant be required to include operational costs, in addition to capital costs, in the annual SWM utility budget estimates for years 2023-2028?*
- Yes.
11. *What is the Town's current impervious acre restoration target required by MDE?*
- 20.452 acres
 - We expect the same or very similar target for our next permit term of 2023-2028.
12. *When does the Town expect to implement the storm water utility?*
- It is the Town's desire to implement the utility by the start of the next MS4 permit term, which is July 1, 2023.

ANY ERRORS IN, ON, OR OMISSIONS FROM THESE MINUTES SHOULD BE CALLED TO THE ATTENTION OF ZACH GULDEN, TOWN PLANNER, IMMEDIATELY. THESE MINUTES SHALL STAND AS THE ACCURATE AND COMPLETE RECORD OF THIS MEETING UNLESS OTHERWISE NOTED.

END OF ADDENDUM NO. 2

Acknowledgment of Addendum No. 2, which is to be included in submitted bid package.

Printed Name

Signature