Addendum #2 - Response to Questions -

1. **Do you have a budget in mind?**

Please see the response to this question provided in Addendum #1.

2. **May we reorganize the order of the Proposal Submittal Requirements (page 12 of RFP) in our proposal?**

Yes, the proposal submittal requirements may be rearranged in any order.

3. **#9 from the Proposal Submittal Requirements is missing and #10 is Evaluation Criteria. Was there a proposal requirement intended for #9?**

"Evaluation Criteria" was mistakenly labeled as #10 as a result of the word processor's auto-formatting function. #8 should be the last number in that list; there is no #9.

4. **Will there be a pre-proposal meeting for this project?**

There will not be a pre-proposal meeting for this project.

5. **In #2, the RFP asks about what vehicles we plan to utilize. Is this a requirement of this particular RFP and if so, is the County just wanting to confirm we will drive our own vehicles for site visits, public meetings, etc. or is more information needed?**

This requirement is part of the standard template used by all RFPs put out by the County. For the purposes of this RFP, no additional information beyond what is described in the question is required.

6. **Would you like us to provide a detailed task by task description of our approach to meet the scope of services? If so, is there a preference where it should be included within the proposal?**

We will be looking for a detailed discussion of how the team is proposing to meet the scope of services. It is not necessarily required to list each and every task included in that approach, however the discussion should be detailed enough to provide the review team with an understanding of what the contractor is proposing and how they plan to accomplish that plan. We do not have a preferred section for where this information should be included in the proposal, however the placement of the discussion should be logical and it should be easy for the review committee to determine whether the approach will achieve the objectives laid out in the five tasks (pgs. 10-11) mentioned in the RFP document.

7. **What level of participation should we expect from the County Staff, how does the Consultant team work with OSNR staff – how much work load will they take on? Will other departments be involved with the project? (Public Health, GIS, Planning, Communications, ECO Trails, Facilities Management, Legal, etc.)**

Eagle County OSNR staff intend to be heavily engaged in the project. Successful applicants will include teams with enough capacity to manage the whole project, but OSNR staff will work with the selected contractor to appropriately divide up responsibilities that may require additional local context or knowledge. OSNR can collaborate with other County departments such as GIS and Communications for help with more routine tasks, however teams should have the capacity to do more involved projects on their own.

8. **Does the County have any open seats for a public engagement web platform like "Bang The Table", "Social Pinpoint", etc. or other software to gather public comments that the consultant would use for this project?**

The County does not have an established platform like the two mentioned in the question, although it has experimented with similar platforms before. In the past, OSNR has typically relied on Google Forms to collect public feedback. If the applicant has a specific platform they would like to use based on past experiences, it would be advantageous to include a breakdown of the cost estimate and how this platform would be used in the proposal.

9. **Will land in the Roaring Fork Valley be included in this RFP – are any meetings in El Jebel expected?**

Yes, the Roaring Fork Valley will be included in this RFP, and at least one meeting in El Jebel is expected. Successful applicants will ensure that the proposed community engagement process has a robust presence in the Roaring Fork Valley.

10. **Will the consultant be expected to provide a dedicated project website, or should the consultant expect all project materials will run through and be posted and shared on the existing Eagle County website structure, (within the Open Space section?) – if this is the case how will this be coordinated with the County IT department?**

We anticipate hosting information on the final plan on the OSNR webpage, and OSNR staff will coordinate that. However we would like to have a dedicated website for the community engagement process (see answer to question 8).

11. **When will response to questions be published, will companies responding to this RFP have a chance to incorporate responses / clarifications into their proposal?**

Responses to questions will be published once a week, generally on Fridays. Please factor in this timeline when submitting any additional questions. Final proposals are due by 5pm on Monday, April 17.