

RFP for Civil Engineering Services

Submitted Clarifying Questions and Answers as of 4/1/2024.

Question: Is there an estimate of the approximate number of each type of permit review or site investigation that will be performed under this contract?

Answer: Most projects involve review of small-scale development projects ranging in size from ½ acre to 2-acres. Examples of typical projects include reviewing stormwater and erosion control plans for small parking lots, driveways, and smaller scale development projects such as mini storage building projects. Consultant review of smaller-scale projects tend to average about 6 to 10 per year. Large scale projects, such as needing review for a subdivision plat, would typically occur once every 3-years, however this may be influenced by numbers of available vacant lots and market demand in a particular area.

Onsite investigations are generally not needed for small-scale development projects and are optional for subdivision plats. Onsite investigation request would be made on a case-by-case basis.

Question: Is there an estimate on average size of plans/site to be reviewed (size of property or plan set?)?

Answer: Generally, ½ to 2-acres in size for small-scale development projects and 30 to 80 acres for subdivision plats.

Question: How long is the contract intended to run?

Answer: The contract would run for 1-year with an automatic renewal clause and include provisions for canceling the contract.

Question: There is quite a range of size for the stormwater and erosion plan review and inspection services—large projects to small scale private developments. Can you provide a general sense of the type and frequency of projects?

Answer: Most projects involve review of small-scale development projects ranging in size from ½ acre to 2-acres. Examples of typical projects include reviewing stormwater and erosion control plans for small parking lots, driveways, and smaller scale development projects such as mini storage building projects. Consultant review of smaller-scale projects tend to average about 6 to 10 per year. Large scale projects, such as needing review for a subdivision plat, would typically occur once every 3-years, however this may be influenced by numbers of available vacant lots and market demand in a particular area.

Question: Given the variability in potential scope and frequency, can you provide any additional insight as to how to establish the retainer amount? Is this approach preferred over an NTE hourly rate approach?

Answer: No retainer amount will be established. The contract will be on a time and materials basis as projects come up.

Question: How are specific projects contracted between the County and Consultant Firms? Do you anticipate individual contracts per project, time and materials per service request or an alternate approach?

Answer: There will be a standard overriding contract that will include a time and materials per service request provision.