

ADDENDUM NO. 1
PROFESSIONAL CONSULTING SERVICES FOR MALMSTROM AFB
INSTALLATION RESILLIENCE STUDY O.F. 1821.0

May 3, 2024

Proposal Time and Date: 5:00 p.m., **May 23, 2024.**

City of Great Falls, Engineering, P.O. Box 5021, 1025 25th Ave NE, Great Falls

NOTICE TO ALL CONSULTANTS

The request for proposals is hereby modified as follows, and in submitting his/her proposal, each consultant shall acknowledge receipt of all addenda.

Acknowledge receipt of Addendum 1 on the cover of the request for proposal package, and include this Addendum with the RFP.

This addendum consists of five (5) pages.

CHANGES TO REQUEST FOR PROPOSALS:

Revise Section IV. From the RFP and Replace with the following:

The following is the anticipated schedule for the RFP Process

Issue RFP:	April 23, 2024
Last Day to Submit Questions:	5:00 PM MST on May 3, 2024
Written Responses to Questions:	May 7, 2024
Due Date of Proposals:	5:00 PM MST on May 23, 2024
Proposal Ranking Scores sent to Consultants and Interviews Scheduled:	June 7, 2024
Interviews:	June 24 and 25, 2024
Fee Negotiations:	Finalized by July 9, 2024
PSA Agreement is Awarded:	August 7, 2024 *
Notice to Proceed:	Week of August 12, 2024
Study Completed:	April 30, 2025

* The award of the RFP agreement is contingent upon the award of the grant from OLDCC.

Revise Section VII Proposal Format:

It is the City's goal to have study completed by April 30th, 2025

**MALMSTROM AFB INSTALLATION RESILIENCE STUDY O.F. 1821.0
PRE-PROPOSAL MEETING for RFP REQUESTS**

1:00-2:00 PM MST

May 2, 2024

PW Engineering Conf. Room and Zoom

1025 25th Ave NE, Great Falls MT 59404

These minutes summarize the discussion and questions asked during the Pre-Proposal meeting

1. Project Background

The meeting started with introductions and progressed through a brief project overview. Next funding was discussed and explained. Study will be funded by an OLDCC grant. Grant has been applied for and is in the review process. The meeting discussion moved into the scope of services and attendees were encouraged to ask questions as each item was discussed. There was discussion concerning the ten Recommended Capital Improvements Projects list and if base projects were included. The study will incorporate both the City of Great Falls and Malmstrom AFB (MAFB). Any part of a project that needs to continue into MAFB boundaries (construction of said project) will terminate at the MAFB boundaries and MAFB will determine how to proceed during construction.

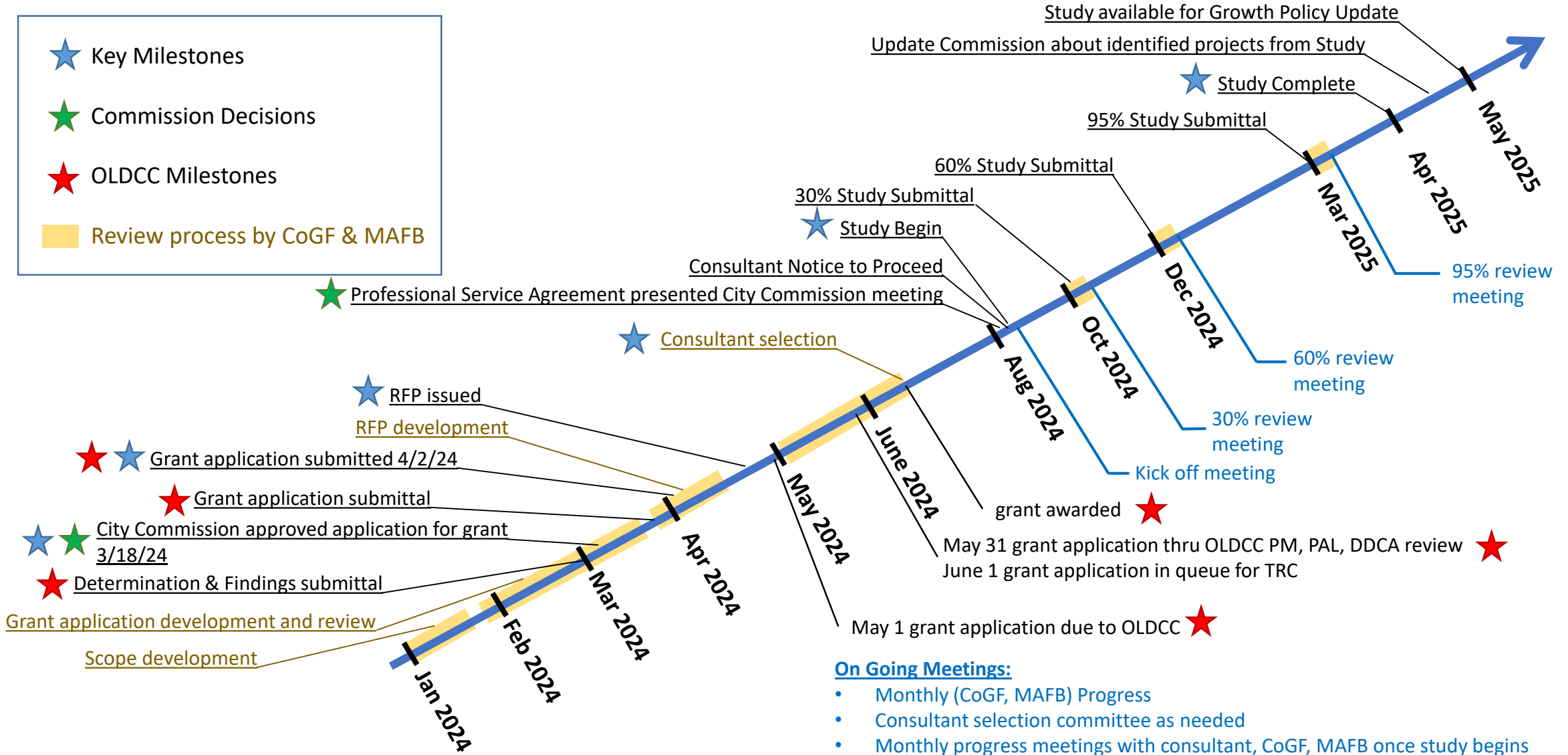
2. Informal Q&A (formal questions to be communicated via e-mail for written responses)

- Will study information be released to private individuals – The RFP and scope are public record and will be released upon request. The actual findings of the study will need to be discussed with Malmstrom AFB before release to ensure security is addressed.
- Will consultant be allowed to work with Malmstrom and the City of Great Falls for this project – Study is a partnership between both. Both parties have been meeting bi-weekly to prepare for project. The selected consultant will be retained by the City of Great Falls for the study. Coordination with Malmstrom will be necessary to complete study.

- Growth policy update influence – City of Great Falls is currently in the process of updating the City growth policy. The Resilience study will be reflected in the new policy.
- How is City GIS – Currently the City uses cartograph and has about 90% of utility mains in the program. Information can be forwarded to selected consultant.
- Does City have water or sewer models – Currently a water model only. A partial storm model and the sewer model contract has just been awarded. As the study progresses the storm model may have some limited information.
- Why utilities influence land use decisions – Properly sized utilities will be needed for certain land use areas, (ie. Industrial).
- Recommend Capital Improvements Projects list cost estimate – Recommended projects will include an estimated construction cost.
- Included in tabletop exercise – Exercise will include both human and natural acts that will result in an emergency response.
- RFP’s for City identified projects need to include possible funding sources – The City will identify and request RFP’s for up to 10 projects from the Recommended Capital Improvements Project list. The RFP’s will not include possible funding sources.
- Any problems with grant funding – City has applied for an OLDCC grant to fund the study. The grant is in the review process. There is no concern at this time that the grant will not be awarded. OLDCC will award grant in June 2024.
- Addendum will be issued for RFP dates – Before addendum is issued will City consider May 23, 2024 as new due date for RFP – Opening will be moved to May 23, 2024.
- What is required at 30%, 60%, and 95% Study Submittals – Tentative dates for each were discussed. 30% August, 60% November, and 95% March 2025. These dates may change (up to Consultant), overall there will be three meetings to discuss progress before completion of Study. At this time the City is not requesting certain milestones to be completed for each review.

Resilience & Compatibility Study Timeline

★ Key Milestones
★ Commission Decisions
★ OLDCC Milestones
 Review process by CoGF & MAFB



ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The Consultant shall acknowledge receipt of Addendum No.1 on the cover of the request for proposal package, and include this Addendum with the RFP.

Issued By:
City of Great Falls, Engineering Department



James Hewett, Project Engineer

END OF ADDENDUM No. 1