

ADDENDUM #1

May 8, 2025

TO: ALL POTENTIAL SUBMITTERS

FROM: NINA ALEXANDER, BUNCOMBE COUNTY PROCUREMENT AGENT

SUBJECT: ADDENDUM #1 FOR RFQ SWANNANOVA SMALL AREA & RECOVERY PLAN

The following changes, revisions, additions, and/or clarifications to the plans and/or specifications are hereby made a part of the original documents.

Addendum # 1

The following questions were asked by potential bidders:

- 1. Can you provide a map of the proposed or anticipated study area boundary?**
 - Swannanoa Township map (attached)
- 2. With regard to the question regarding experience in streetscape / street activation, could you provide some additional context as to how this is anticipated to apply to the plan?**
 - The Comprehensive Plan originally called for the Swannanoa Plan to be a corridor plan, so part of the focus will be on the US 70 Hwy corridor, including complete street recommendations. Additionally, planning was recommended for the Beacon Village area, as the only Walkable Destination Center designation in the County, which we will evaluate for streetscape/street activation recommendations and designs.
- 3. With regard to the question regarding experience with brownfields redevelopment, are there existing sites that have been officially designated within the planning area, and if so, how many. If not, is the goal to identify and begin the process of planning for their designation and redevelopment?**
 - Staff have compiled GIS data about known brownfield sites in the study area, of which there are seven (7). Brownfield sites will be considered as part of our existing conditions study, hazard vulnerability analysis, SWOT analysis, and in the development of the Future Land Use Vision Map.
- 4. Please clarify whether the requested scope of work is limited to the items set forth in Section E., or is inclusive of the existing conditions analysis, hazard vulnerability assessment, etc.**

- The scope of work for the Vendor is limited to the items in Section E. County staff are currently working on the existing conditions study, hazard vulnerability assessment, and design of all engagement activities.
- 2. Please clarify whether the consultant will have primary responsibility to lead the public meetings, or whether they will be led by the County's project managers.**
- The Consultant will not be responsible for leading any public meetings, and at this time staff are not anticipating the Consultant being in attendance at public meetings.
- 3. Are teams comprising multiple firms encouraged to submit a combined proposal? Or does the County expect to contract only individually with selected firms?**
- The County encourages all firms to apply and will consider joint proposals equally.
- 4. What is the total budget to cover consultant costs for this project?**
- The budget has not been approved for this project yet. The request would be for the contract be structured based on an hourly rate, and on an as-needed basis.
- 5. Out of the project components outlined in the RFQ, what tasks will the county be completing in-house? For example, who will be completing the existing conditions study or hazard vulnerability assessment? Will the consultant/s be primarily reviewing, advising, and providing recommendations on a plan developed by county staff?**
- The following tasks will be completed by County staff:
 1. Existing conditions study
 2. Hazard Vulnerability Assessment
 3. Designing and staffing of engagement activities
 4. Drafting the Plan document and generating graphics, maps, etc.
 5. Convening and staffing the TEC and Steering Committee meetings
 6. Providing updates to Boards and Committees
 - The following tasks could be requested to be completed by the selected Consultant:
 1. Providing feedback on County-staff developed engagement activities
 2. Providing recommendations on trauma-informed engagement
 3. Provide recommendation and feedback on the design of SWOT analysis questions.
 4. Provide feedback on the staff-completed existing conditions study and hazard vulnerability analysis.
 5. Using data obtained by staff from prior studies and engagement, the Consultant will identify options for overall vision themes and goals, and for resilience-based vision themes and goals, to present to the public.
 6. Assist staff with the design of the Vision Map Design Charrette.
 7. Using data from prior phases, the Consultant will identify options for overall and resilience-based policies and actions to present to the public.
 8. Consultant to assist with finalizing vision themes, goals, policies, and actions after final public feedback meetings.

9. Feedback on the staff-drafted Small Area Plan document.
10. As-needed assistance with revisions to Plan document after Board and public review.

6. What in-field existing conditions data collection will be completed as part of this project?

- County staff are currently collecting data related to demographics, hazards, transportation, recreation, economics, environment, health, historic resources, housing, land use, utilities, etc. We are convening a Technical Expertise Committee of professionals to assist with identifying additional data and understanding the area for the Existing Conditions study and Hazard Vulnerability Assessment. The County will utilize aerial imagery taken after Helene, as well as damage assessments, FEMA data, and other recent government data, imagery, and maps, for the most up to date information about the area. The public will also provide area information through the SWOT analysis and design charrette process.

Swannanoa Township

- Interstates
- Highways
- Roads
- Property lines
- Schools
- City & Towns
- Parks
- Water bodies

