



6580 Valley Center Drive | Suite 124 | Radford, VA 24141 | 540-639-9313

N R V R C . O R G

Request for Proposal

for

Development of the New River Valley Regional Resiliency Plan

Addendum 1

Issued October 13, 2026

Proposals due October 26, 2026 at 4:00 PM (local time)

Delivered to

Christy Straight, Director of Infrastructure and Environmental Resources

New River Valley Regional Commission

By email at cstraight@nrvrc.org OR

By mail or in-person at 6580 Valley Center Drive, Suite 124, Radford, Virginia 24141

Counties

Floyd | Giles
Montgomery | Pulaski

City

Radford

Towns

Blacksburg | Christiansburg | Dublin
Floyd | Narrows | Pearisburg
Pembroke | Pulaski | Rich Creek

Higher Education

Virginia Tech | Radford University
New River Community College

Addendum 1

Response to Questions

As advised in the RFP issued for this project, questions regarding the project and RFP were directed to Christy Straight in writing at cstraight@nrvc.org. All questions received by October 7 at 5:00 PM are addressed. These responses were issued in an addendum posted to <https://nrvc.org/news/request-for-proposals> at least 5 business days before the proposal due date. It is the responsibility of the respondent to ensure they have accessed any addenda for this RFP.

The Commission received the following questions in regard to the RFP. Where questions were duplicative, they have been edited into one representative question. Responses are provided for each question.

1. Why the planning is limited to Pulaski County, Pulaski, and Radford. Do your other member localities already have plans? Or is it that just these three want to pursue construction funding?
 - A. With the completion of a resiliency plan for these three localities, all localities in the region will have a current resiliency plan identifying their flood preparedness and resilience needs, making them eligible for CFPF funding from DCR. All other localities either have completed plans or are developing them as of the issue date for this addendum.
2. As noted in the RFP, proposals must be limited to twenty-five (25) pages in length, and a page is defined as back and front of a single sheet of paper. Does this mean electronic submissions can be a maximum of 50 pages in length? Are proposals limited to letter-sized (8.5x11) pages? Are TOC, back and front covers, tabs, and cover letters included in the page count restriction?
 - A. For electronic submissions, a single PDF document with a maximum of 50 pages will be considered equivalent to 25 double-sided sheets in a printed document. The 50-page count will include all elements of your proposal (including cover letters, table of contents, etc.) and is expected to be the customary 8.5x11 page size. Should a proposal element require a page size larger than letter-size to be legible, sizes up to 11x17 are acceptable and will count as a single page.
3. Pg. 13 of 16, Indemnification – This is a broad form indemnity that is not tied solely to negligence and would therefore leave us open to potential claims for

which we would not have available insurance coverage. Is the Client willing to revise this clause so it's insurable for consultants providing professional services?

- A. The Commission is open to a discussion of the indemnification clause as it pertains to the scope of work. This indemnification is intended to apply to the plan development and not any subsequent work outside of this contract scope.
- 4. Pg. 14 of 16, Professional Liability Insurance – There is a requirement that the Client be named an additional insured on PL insurance, which is not commercially available as carriers will universally reject this. Is the Client willing to remove this requirement?
 - A. The following sentence is removed from the Terms & Conditions related to Professional Liability Insurance: "Commission shall be named as an additional insured for the duration of the contract with the consultant."
- 5. Is the Client amenable to providing a copy of the template Agreement the consultant would be expected to sign if selected?
 - A. An agreement with the selected consultant will be developed at the time of award, during the negotiation process. A template is not available at this time.
- 6. The RFP requests a proposed project schedule. Are there any grant agreement milestones or schedule requirements that we should incorporate into our proposed schedule?
 - A. While DCR requires the project to be completed within 36 months of the grant award, the Commission prefers to see the project completed sooner. We are requesting the consultant submit a proposed project schedule that aligns with the time they believe is necessary to complete the tasks included in the scope of work, based on their experience with similar projects.
- 7. The RFP does not ask for a cost proposal, and price is not scored in the evaluation criteria, but it says cost estimates may be discussed at the interview. Should proposals include any fee information, or is pricing not preferred at this stage?
 - A. The following language is removed from the RFP: "At the interview stage the Commission may discuss nonbinding estimates of total project costs, including, but not limited to non-binding estimates of price for services."

Pricing is not preferred at this stage and will not be scored during evaluation. Consultants should be prepared to discuss costs at the negotiation phase as described in the RFP.

8. DCR records show a total budget of \$125,000, with \$112,500 from CFPF and a \$12,500 local match. Can the Commission confirm if that is correct and whether the full amount is available for consultant services?
 - A. Your budget numbers are correct. The full amount will not be available for consultant services as the local match is allocated for grant administration.

Proposals are due no later than October 26, 2026 at 4:00 PM (local time). Any proposals received after this deadline may be returned to the offerer unopened. The Commission reserves the right to reject any and all proposals, and/or divide any project into sections.

This project received funding from the Virginia Community Flood Preparedness Fund Grant Program through the Virginia Department of Conservation and Recreation (DCR), via **CFPF-25-06-09**.

Inquiries should be addressed to:

Christy Straight, New River Valley Regional Commission, cstraight@nrvc.org,
54.639.9313