

## ADDENDUM # 1

**From:** Lena Butler, Purchasing Supervisor  
**To:** All Firms  
**Project:** RFQ Unified Development Ordinance  
**Date:** August 20, 2018

---

**This addendum is issued regarding questions received in response to the County’s Request for Qualifications “UNIFIED DEVELOPMENT ORDINANCE” and is hereby made a part of said Request for Qualifications to the same extent as though it were originally therein.**

---

**Q 1:** I am writing to ask for clarification regarding the RFP issued on July 27, 2018 for the New Hanover County Unified Development Ordinance (UDO). On page 6 of the RFP under the “Draft UDO” heading of the scope of work, the second paragraph states:

“The draft will revise and update the County’s land use ordinances, as well as the Stormwater Ordinance, Stormwater Design manual, and Sedimentation and Erosion Control Ordinance to include current stormwater practices, updated rainfall amounts, stormwater design practices, and the inclusion of all Sedimentation and Erosion Control updates provided by the North Carolina Department of Environmental Quality.”

I would appreciate any additional information you could provide regarding the nature and extent of desired revisions to the Stormwater Ordinance, the Stormwater Design manual, and the Sedimentation and Erosion Control Ordinance. That information will help us determine the appropriate professionals needed to complete the project and craft a scope of work to accomplish the desired objectives.

**A:** The Stormwater technical update, although important, is not the principal purpose of the project and is not expected to utilize a substantial portion of the budget. At a minimum we need to have the existing ordinance reformatted to match the rest of the UDO and included as an article in the new Code, updated to include current regulations and to have the design manual separated from the ordinance language. The below detail is for the ideal Stormwater product and responses should include this as a separate alternate price line to ultimately negotiate what is possible within the allocated budget.

- a. Update the Stormwater Ordinance and Stormwater Design Manual to include current stormwater practices, updated rainfall amounts and stormwater design practices.
- b. Consideration of downstream analysis requirements for new development.
- c. Provisions for re-development projects.

- d. Provide updated code enforcement and nuisance abatement for drainage.
- e. Provide clear delineation between existing drainage and engineered stormwater controls.
- f. Include illustrations, figures, graphs, sample details to help explain the text.
- g. Coordinate the Stormwater Ordinance and the Stormwater Design Manual to move all technical engineered design requirements into the Design Manual and place all authority, conditions, regulations and enforcement of stormwater management in the Ordinance.
- h. Update the Sediment and Erosion Control Ordinance to include all updates provided by the North Carolina Department of Environmental Quality.

**Q 2:** I'd also like to confirm whether the digital proposal submission goes to you via email or on a flash drive in the package with the proposals?

**A:** The digital proposal should be included on a DVD or Flash Drive and included in the package with the five (5) hard copies.