

COUNTY of KANE  
PURCHASING DEPARTMENT  
KANE COUNTY GOVERNMENT CENTER

Theresa Dobersztyn, C.P.M., CPPB  
Director of Purchasing

719 S. Batavia Ave., Bldg. A, 2<sup>nd</sup> Floor  
Geneva, Illinois 60134  
Telephone: (630)232-5929  
Fax: (630) 208-5107



March 9, 2020

**ADDENDUM 1**

**Request for Proposal: #13-020**

**Title: Natural Areas Monitoring Services**

The attention of all plan holders is called to the following questions received before the deadline of March 10, 2020. Answers follows the questions below in **bold**:

1. Under Task 1 of the RFP, an adaptive management plan is mentioned. The subsequent tasks also reference this plan. Will the awarded consultant be expected to create this plan as part of task 1? And if so, should the cost to create this plan be included in the pricing estimate along with the monitoring and reporting costs for 2020?  
**Yes, the consultant is expected to create an Adaptive Management Plan as part of Task 1. The cost to develop this plan can be itemized under Task 1, but should be included in the overall costs for Task 1.**
2. The adaptive management plan will include recommended maintenance activities for the Mill Creek SSA, but the awarded consultant will not be taking part in these activities under this contract, correct?  
**The awarded consultant will be responsible for implementing the adaptive management plan. Only the monitoring portion of the plan will be part of the awarded consultant's responsibilities. The SSA will retained a maintenance company that will be completing all vegetation maintenance needs. However, working with the contracted maintenance company to implement any recommendations based on the monitoring events, should also be included in the scope of work.**
3. Will the summary memoranda and the annual reports be able to be submitted via email or will there be a dropbox-style website that is to be used for reporting and associated documents?  
**Both Summary Memoranda and Annual Reports should be submitted via email. If the files are too large, a Dropbox style account will be set up.**

Please acknowledge receipt of this addendum in the space provided on Page 19 (Proposal Response Form) of the Proposal document. Thank you for your interest in the Kane County procurement process.

Regards,

*Theresa Dobersztyn*

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