Roanoke Valley-Alleghany
REGIONAL
commission

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Addendum 1

October 29, 2026

REQUEST FOR PROPOSALS

RVARC FY29 Water Supply Plan Technical Assistance.

Consultant Services

Roanoke Valley-Alleghany REGIONAL commission
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REQUEST FOR PROPOSALS RVARC FY29 Water Supply Plan Technical Assistance. - Addendum 1

Consultant Services

RVARC is seeking qualified support for water supply planning in two DEQ designated Regional Planning Areas: Roanoke River 1 and Upper James 2. The selected consultant will remain on-call throughout the water supply planning process (expected to conclude October 2029), providing deliverables as funding becomes available. Funding for Task 1 is currently secured.

Water Supply Plans are required by the Local and Regional Water Supply Planning regulation (9VAC25-780). These plans must assess existing water resources, water use, projected water demand, needs and alternatives for water supply, demand management and drought planning, and anticipated risks to water supply. Funding for this effort may come from DEQ or local and regional governing entities. Addendum #1 is being issued as a follow up to the Pre-Proposal Meeting, hosted virtually by RVARC on Friday, October 23rd, 2026.

Consultant Questions

1. *Can you please speak to the anticipated funding options for Tasks beyond #1?*

   Funding secured this year is through DEQ. We anticipate further funding for next fiscal year. We've had preliminary conversations with local governments and the WVWA to discuss supplementary funding once state awards are known.

2. *Can you give more information on the work you've already done? What work specifically are you looking for, and how are you anticipating interacting with outside help?*

   We have done some initial data collection around water use and established some of the state-required outreach planning for CWS and large SSUs. We've worked with the steering committee to develop the scope of work. As we move forward the consultant will work most directly with Terra Famuliner, Regional Planner II and Amya Matthews, Regional Planner I, but Amanda McGee will provide overall coordination. Day-to-day interactions would be with Terra and Amya.

3. *Task 1 work is anticipated to be completed by end of March of next year. Can you explain the deadline?*

   DEQ is issuing their funding starting in November with an expected close of the contract in April.

4. *Do you anticipate when additional funding comes in, will that funding be in chunks for individual tasks? Or if the ask goes to member agencies having a larger contract that would facilitate work on tasks 2-6 or a subset of those?*

Funding is allocated for the FY28 General Assembly budget, at this time we do not have a clear idea of future funding beyond that. Once we have a clearer idea as we move through the state budget cycle, we will engage with localities to finalize our funding package.

5. *Can you speak to the conflict of interest piece and what would constitute a conflict of interest?*

   The conflict of interest questions are for documentation purposes in order to ensure we are being transparent and to help capture any existing financial relationships with the Commission.

6. *What does the Commission currently do for regional drought planning?*

   The Commission has only helped localities meet this state requirement. We also coordinate the Hazard Mitigation Plan for our localities, but drought is not listed as an assessed hazard in that plan. Drought is part of the requirements for the state-mandated water supply planning process.

7. *There is a page limit of 100 pages. Do you have a sense of what you are looking for?*

   We do not have a further page limit. The 100 page limit is a do-not-exceed limit. Efficiency is preferred.

8. *What is the anticipated budget for Task #1 for this fiscal year?*

   The DEQ general award for FY27 is $39,420 per RPU. Contracts are anticipated in November. Final budget will be determined by the final contract.

9. *Can we register with the State Corporation Commission on award rather than before submission? Tova is a Delaware corporation and not yet registered in Virginia, so if this is acceptable we would include a statement to that effect with Attachment C.*

   RVARC requires that all proposals include a SCC number as part of the proposal package.

10. *Could you share the minimum requirements when the clause is reposted, and confirm we can issue certificates naming RVARC as additional insured on award? We would include our current certificate with the proposal.*

    RVARC will strike this language from the proposal as it was legacy from another project. A new version of the RFP will be uploaded to the website.

    Additionally, RVARC has corrected reference on the same page to Attachment B – Special Terms and Conditions.

11. *Could you share the minimum requirements when the clause is reposted, and confirm we can issue certificates naming RVARC as additional insured on award? We would include our current certificate with the proposal.*

    RVARC will strike this language from the proposal as it was legacy from another project. A new version of the RFP will be uploaded to the website.

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12. *What are the interactions with the WVWA Supply Plan and this plan?*

    WVWA is on our steering committee for both plans. They are undertaking a supply planning process prompted by some local supply concerns associated with a major industrial development. The outputs of that study are expected to be incorporated in this planning process but the scope is not the same. The WVWA covers a portion of the planning area. The state requires that we look beyond the WVWA to assess water resources and demand. This plan looks both beyond the service area and beyond the level of service that they provide, in terms of incorporating data from large self-supplied users such as golf courses and community water systems or private systems outside of the WVWA's contract.

13. *Do you have any existing models or tools you are hoping to incorporate into this work, such as any existing hydrologic models or demand models or is that something which should be part of this scope?*

    We do not have anything in-house that is existing. Water models should be consistent with industry best practice.

14. *As a data analytics firm we use our existing in-house models to delivery information to water utilities and others. We don't operate on a man-hour basis, would it be acceptable to structure the budget on a deliverable basis?*

    It is up to the contractor how you handle your quoting process.

15. *Could you confirm the number of hard copies? The RFP asks for 1 original and 5 copies, and I think you mentioned one on the call.*

    A proposal may consist of one original with an additional electronic copy, in lieu of 5 additional copies. An updated version of the RFP will be uploaded.

16. *What does success look like for this plan? Are there areas you would want to improve relative to the previous plan? What is it you hope to achieve by having this plan and going through this process?*

    Our previous plans are not in compliance with the current legislation. Success is bringing us into compliance. Beyond that we hope to work with the community to have a better vision of how we are allocating our water resources and being responsive to drought.

17. *Will historical data on things like reservoir levels, releases, stream flow, etc do you expect to be available? What opportunities to speak to water infrastructure managers will be available to accurately reflect their data?*

    Our steering committee is made up of individuals actively managing water infrastructure. They will be actively involved in the process and any data they have will be available.