



Addendum 1

Issue Date: 5/8/2026

Project: Architectural/Engineering and Estimation Services for Northwest Colorado Innovation Center

To Prospective Bidders:

This addendum modifies and clarifies the original *RFP: Architectural/Engineering and Estimation Services for Northwest Colorado Innovation Center*, and all other terms remain in full force. Please acknowledge this addendum in your submittal and include how you will support the additional Phase 1 scope of work in your Approach Section.

This Addendum is posted on the Northwest Colorado Development Council website at <https://northwestcolorado.org/about-us/rfps-and-proposals/>. This is the official source of this addendum. All addenda and attachments shall be published to the same location. This Addendum consists of 3 pages total.

A Preproposal Meeting was held on Friday, May 8th, at 9 AM MST via Zoom. The meeting notes, transcripts, and video recordings are available by clicking the following links.

- Meeting Notes & Transcript:
<https://app.fireflies.ai/view/NCIC-Preproposal-Conference-9-AM-MT-:01KQW82F8P7EN NBY5R1MG7486V>
- Video Recording:
<https://www.dropbox.com/scl/fi/tuqggzwe4joeonoqsfico/Preproposal-Meeting-for-RFP-A-E-firm.mp4?rlkey=3xowcd2au3eow8pphup5st3ye&st=c6l2tdca&dl=0>

Clarifications/Changes

Modification to the original Phase 1: Scope of Work only to the extent specifically noted below.

- Additional support may be needed for the [Environmental Narrative](#) required by the Economic Development Administration's Assistance to Coal Communities Grant.
- Provide a **topographical map of the project area and a site map** (with legend and north arrow) displaying the project location and boundaries, existing and proposed project components, and the location of all sites and/or companies benefiting from the proposed project.

- The grant writer will use an existing 2025 Phase I Environmental Site Assessment (ESA) and other existing resources and data to complete the EDA Environmental Narrative, but may need limited assistance in answering questions in the [Environmental Narrative](#).
- The primary grant application documents to be completed in Phase I Scope of Work include:
 - [Form ED-900C, specifically Section C: Preliminary Engineering Report](#)
 - [Environmental Narrative and Certification Clause](#)

Additional Scope of Work:

After Phase 1 Scope of Work and before the Phase 2 Scope of Work for full construction design and engineering, NCIC may contract with the selected firm to provide assistance with the full NEPA required by the EDA grant prior to grant contracting. The NEPA work will have a separate budget from the Phase 1 Budget of \$45,000, to be negotiated at a price deemed "fair and reasonable." The National Environmental Policy Act (NEPA) requires Federal agencies to assess the potential environmental impacts associated with proposed federal actions.

List of Studies and Documents Available to the Selected A/E firm

- Phase 1 ESA for Craig Industrial Park
- ALTA Survey of the Craig Industrial Park
- Limited-Results Cultural Resource Survey Form
- Limited Environmental Screening
- HUD Environmental Determination and Compliance Findings
- Water Resources Map
- Project Site Map
- Historical Aerials of Craig Industrial Park
- Colorado History Letter Finding of No Impact on Historical Properties.
- Additional Resource: EDA NOFO: EDA NOFO page:
<https://grants.gov/search-results-detail/346815>

Answers to Questions

Q: Do you have a completed soils test for bearing capacity for the selected lot?

A: We have an Environmental phase 1 from the City of Craig, which has completed its NEPA. We do not have a geotechnical.

Q: What type of schematics are needed?

A: High-level conceptual design work, like a floor plan, site plan, and aerial images.

Q: What is the relationship between the City of Craig and the Innovation Center Project

A: The City of Craig currently owns the 25-acre industrial park, and NCIC will be buying or leasing 1.5 acres of the park from the City. Craig will develop the horizontal infrastructure at the

Industrial Park. In terms of the NEPA, the City of Craig will be the responsible entity that approves our NEPA.

Q: Is a full NEPA required as part of the EDA grant?

A: No, only an Environmental Narrative. A full NEPA will be required after the grant award and before the grant contract is signed.

Q: Do you need support for the Environmental Narrative as part of the Preliminary Engineering Report

A: Yes, some limited support may be required to assist with the Environmental Narrative. The A/E firm will be working closely with the grant writer, who will use the Phase 1 ESA to respond to the Environmental Narrative. She might ask the A/E firm questions or request that they add to her response in the Environmental Narrative.

Q: How did you arrive at the \$45,000 budget in the Phase 1 scope of work?

A: That's the amount in our budget for this work.

Q: Is there an ALTA survey that can be shared?

A: The ALTA survey was developed by the City of Craig, and we will share it with the selected firm.

Q: Who is on the Board of Directors?

A: Our Board of Directors is listed on this webpage:

<https://northwestcolorado.org/business-resources/northwest-colorado-innovation-center/>

I acknowledge that I received Addendum 1.

Signature

Company

Date