



Town of Nags Head

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ADDENDUM NO. 1

Date: February 17, 2022

**RE: TOWN OF NAGS HEAD FY 22/23 CAPITAL IMPROVEMENT PROJECT-
Updating and revision of the Town of Nags Head Emergency Operations Plan and Continuity of
Operations Plan**

FROM: Town of Nags Head
c/o Andy Garman, Town Manager
5401 S Croatan Highway, Nags Head, NC 27959

TO: Prospective Proposers

This addendum forms a part of the Contract Documents modifying the original Request for formal Qualifications for the Town of Nags Head FY 22/23 Updating and revision of the Town of Nags Head Emergency Operations Plan and Continuity of Operations Plan

This Addendum consists of the following clarifications in response to bidder question(s);

1. What is the not to exceed amount for the project?
Answer- This is an HMGP Grant funded project. It has a total cost not to exceed \$75,000.00.
2. On page 5 of the RFP, under the section that starts with "The Consultant/Contractor will also provide the following:" items 5-13 read as if a mitigation plan is being developed/updated rather than an EOP and COOP. Are those items expected to be completed as part of the EOP and COOP, or is a mitigation plan part of the scope for this project as well?

Answer- We currently have a Hazard Mitigation Plan in place it can be reviewed at the following link.

<http://nagsheadnc.gov/DocumentCenter/View/3164/Outer-Banks-Regional-Hazard-Mitigation-Plan-FEMA-Review-Draft>

The deliverable for this project is an updated "All Hazards Emergency Operations Plan and Continuity of Operations Plan" that takes into consideration the data and hazards present in the 2020 OBX Hazard Mitigation Plan. The recipient is not expected to update the existing Hazard Mitigation Plan.

3. Is there a specific date for when the town would like to have the EOP and COOP completed?

Answer- December 29, 2023.

4. What is the project's period of performance?

Answer- Prepare and provide a final Basic Plan to the Town for approval nine months (9) from the anticipated contract award date of April 5, 2023.

Prepare and provide the EOP Annexes and Continuity of Operations Plan for final approval no later than November 2023.

Prepare and provide Final EOP Hazard or Incident Specific Annexes, and COOP for approval no later than December 2023.

5. Is there an existing EOP and when was it last updated and/or revised?

Answer- There is an existing plan. It was reviewed and updated by staff in June 2022.



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Fire Chief | Fire and Ocean Rescue

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END OF ADDENDUM