

ADDENDUM No.1
No. 2025-114
Comprehensive Plan Update

Date: October 1, 2025

To Whom It May Concern:

Please see below the questions that have been asked regarding this RFP.

Question: Data Acquisition: Will Lewis County have access or will you be retrieving data from National Grid for the average residential data that would be required to accurately determine the County's energy use and potential future demands?

The only data we are able to get as we were unable to get a response from National Grid is data on this attached link. [Utility Energy Registry](#)

Question: Energy Generation Audit Utilization: Being able to provide this service is important to us. We want to make sure that we can address the areas of need that this audit would provide, and understand which professionals to utilize to assist with this task. Can you provide us with any goals that you would like to achieve with this energy generation audit (i.e. identify opportunities to improve energy efficiency, identify local need, strengthen economic returns on renewable energy projects, reduce environmental impact, local and regional benefit structures, promotion of siting of specific energy generating practices,...).

Completing an energy generation audit provides a foundational understanding of the county's energy landscape, enabling informed decision-making for future development, energy security, and economic growth. We also see this as a chance to identify opportunities for possible municipal power.

Question: It is noted in the RFP that the *"...assessment will be based on available data provided by the hospital and County, supplemented by desktop research."* Typically, an assessment of this nature would involve our architects and engineers conducting onsite building reviews, a series of interviews with facility and medical stakeholders, review of as-built record drawings and documents, review of regulatory framework/Article 28 compliance, life safety analysis, etc. The review, research, and analysis can be quite exhaustive with these assessments. Considering the broad nature of the Comprehensive Plan, would be able to clarify your request or explain the level of detail that the county is expecting?

"Thank you for your email and for your diligent review of the RFP for the Comprehensive Plan update. Your question regarding the scope of the Preliminary Facilities Assessment for the Lewis County Health System under Task 4 is an excellent one, and we appreciate the opportunity to provide clarification.

You are correct that a typical facilities assessment can be an exhaustive undertaking involving new, onsite architectural and engineering analysis. However, for the purposes of this Comprehensive Plan, that is not the intent.

To clarify, the primary objective of this task is for the selected firm to collect, review, and synthesize all existing reports, studies, and assessments that have been previously completed for the Lewis County Health System.

We understand the Health System has undertaken numerous studies over the years. The intent is not to duplicate that work, but to consolidate the findings. Your firm's role would be to:

1. Gather and review the body of existing documentation provided by the County and the Health System.
2. Assess and synthesize the information from these disparate documents to identify recurring themes, critical needs, and strategic opportunities.
3. Develop a high-level summary of the facilities' status based on this existing information.
4. From that synthesis, formulate strategic goals and objectives for improvements, future needs, and opportunities for growth that will be incorporated into the broader County Comprehensive Plan.

In essence, we are tasking the selected firm with developing the strategic "what" and "why" (the goals and objectives) by analyzing the body of work that has already been completed, rather than generating new primary data on the physical condition of the facilities. The phrase "preliminary assessment" in the RFP is meant to describe this process of a high-level strategic review of existing information, rather than a new, detailed technical evaluation.

I hope this clarifies the County's expectations for this task and helps you scope your proposal accordingly.

Please reach out if you have any questions.



Brian Hanno
Lewis County Purchasing Director
7660 North State Street
Lowville, NY 13367

**Receipt of Addendum Acknowledgement
No. 2025-114
Comprehensive Plan Update**

**ADDENDUM ACKNOWLEDGEMENT
ADDENDUM NO. _____**

**Please acknowledge the receipt of the above ADDENDUM issued by the County of Lewis,
by signature and recording the date of receipt below.**

Bidder:

Authorized Signatory: _____ Date:

****NOTE: This form must be included in your bid documents if any
Addendum is issued**