

**ADDENDUM 1 to RFP # #2023-051VF TO PROVIDE CONSULTING SERVICES TO UPDATE THE 2012  
ERIE COUNTY AGRICULTURAL AND FARMLAND PROTECTION PLAN**

**Pre-Proposal Meeting Notes and Responses to Questions Submitted**

**Issued September 7, 2023**

Pre-proposal meeting was held on August 29, 2023 at 10:00AM via Webex.

**Attending:**

Mark Rountree, Erie County Department of Environment and Planning  
Sarah Gatti, Erie County Department of Environment and Planning  
Leanne Voit, Wendel  
Hillary Krummich, ACDS

**Meeting Description:**

Erie County staff explained the project, noting that the agricultural landscape has changed significantly since 2012 with various issues emerging and/or intensifying over the past decade. The project scope includes reviewing existing plans, cataloging existing conditions, developing goals and objectives, preparing an implementation matrix, updating existing maps, and developing new maps as needed. Both mapping and public engagement should be robust components of the project. County staff reminded attendees that questions are due September 5 and proposals are due September 19.

**Questions and Answers (from meeting):**

**Q:** What is the budget for this project?

**A:** Erie County is committed to completing this project but will not be disclosing the budget at this time.

**Q:** Are there any grants associated with this project?

**A:** Erie County is seeking a grant from the NYS Department of Agriculture and Markets.

**Q:** Is this project subject to Erie County's MWBE requirements?

**A:** Yes. The requirements are outlined in the RFP. There is a new goal related to Service-Disabled Veteran-Owned Businesses. Consult the Erie County Equal Employment Opportunity Office for a directory of certified businesses.

**Q:** Are there any significant partners to be aware of?

**A:** Erie County is the primary project leader and the Erie County Agriculture and Farmland Protection Board will serve as the steering committee for the project. In addition to County representatives (Department of Environment and Planning, Real Property and County Legislator), the Board includes four farmers, and representatives from the Cornell Cooperative Extension of Erie County, the Erie County Soil and Water Conservation District, and the Western New York Land Conservancy.

**Q:** Is this considered an update to an existing plan or a new plan?

**A:** This should be considered an update.

**Questions and Answers submitted -(emailed):**

**Q:** Will the County GIS staff assist with mapping based on the data/info provided?

**A:** County GIS staff can provide geographic data but will not otherwise be assisting with mapping.