



**Request for Proposal (RFP)
for
Building Together - Pre-approved Architectural
Accessory Dwelling Unit (ADU) Design Plans
Project No: PLAN-2026-03
Addendum 1
Date: March 27, 2026**

This Addendum shall become part of the RFP. The following are responses to questions raised by consultants in response to the RFP issued on March 9, 2026.

General clarifications and resources:

- 1) **In general, the Town of Superior seeks to avoid preempting the skills and knowledge of candidate consultants by over-specifying the program requirements and intends instead to empower applicants by relying on their expertise to propose the best solution that meets the expectations described by the RFP Scope of Work.**
- 2) **The following links may be helpful to understanding the relevant Statute and Town Code regarding ADUs:**
 - a. [Colorado HB24-1152](#)
 - b. [DOLA \(Colorado Department of Local Affairs\) Overview of HB24-1152](#)
 - c. [Superior Municipal Code Section 16-6-160](#)

Questions and Responses:

1. Is there a desired size, bedroom count, bathroom count for the ADU residences?
No, the Town has no preconceived expectations for the size or bedroom and bathroom count for the ADU plans. The Town seeks to empower applicants by relying on their expertise to propose the best solution that meets the expectations described by the RFP Scope of Work.
2. Is there a square footage minimum or maximum desired?
No, the Town has no preconceived expectations for the minimum or maximum square footage for the ADU plans. The Town seeks to empower the applicants by relying on their expertise to propose the best solution that meets the expectations described by the RFP Scope of Work.
3. Can the ADUs be one or two story?
Yes, insofar as they are determined to best satisfy the RFP Scope of Work, the ADU designs can be one or two story, provided at least one of the designs is visitable or accessible.

4. Is there a desire to have covered or enclosed parking within the residences?
Per State Statute and Town Code no additional parking is required for ADUs. Apart from that, the Town seeks to empower applicants by relying on their expertise to propose the best solution that meets the expectations described by the RFP Scope of Work.

5. RFP mentions typical Superior Lot constraints. Is there a typical Superior Lot size?
Town Code permits 1 ADU per lot for each single-unit or two-unit dwelling. Lot sizes and configurations differ from neighborhood to neighborhood and from lot to lot. The Town seeks ADU designs that are as complete as possible while favoring board (if not universal) applicability for lots in which ADUs are permitted. The Town is aware that ADUs may not be feasible for all lot sizes and configurations.

6. Is it the intent that these are “architectural” only plans? Structural foundation plans would vary per site based on slopes, geo-tech reports and other conditions. In addition, would Mechanical, Electrical, and Plumbing drawings be required for this project or would those be site specific and not included as a part of this scope?
The Town seeks ADU designs that are as complete as possible while favoring board (if not universal) applicability for lots in which ADUs are permitted. Ideally, these are "masterplans" owned by the Town and provided at no cost to local homeowners that either are, or can easily be made, compatible with most of the lots zoned for single-unit dwellings in town. Many such masterplans have been used for other projects in town that differ only in their foundations based on site specific soil requirements.

7. Item no. 3 of the RFP submittal indicates a breakdown of costs. Is there a specific breakdown you are looking for, e.g. by design phase or by discipline or both?
The Town does not require any specific approach to the cost breakdown. The expectation is that breakdown of expenses will reflect the expertise of the candidate by demonstrating that the proposal is feasible, considered, and cost-effective.

8. Will each floor plan have a single elevation option or multiple roof lines/exterior finishes will be needed per floor plan??
Per Town Code, an ADU is subject to the development standards that are established for each zone district or Planned Development, as applicable. If the applicable Planned Development, including without limitation a Final Development Plan or Final Plat Site Plan, includes standards for architecture, including without limitation for roof pitch, architectural compatibility, material or color, these standards shall not apply to the ADU. Per State Statute, Subject Jurisdictions may not require compliance with architectural style, building material, or landscaping standards that are more restrictive than those that apply to the single-unit home on the lot. These requirements apply to all lots that allow the construction of Single-Unit Detached Dwellings regardless of whether the lot or parcel is located in

a standard zone district, overlay zone district, or a Planned Unit Development, and regardless of whether restrictive declarations, bylaws, or rules of an HOA prevent ADUs. In case architectural diversity standards do apply, the program principles of affordability and board applicability take precedence. In short, a single elevation option is probably optimal for each plan. If additional elevations are required or desirable, homeowners could modify the plans at their own expense.

9. Is the city requesting inclusion of structural engineering as part of the ADU design scope?

The Town seeks ADU designs that are as complete as possible while favoring board (if not universal) applicability for lots in which ADUs are permitted. Ideally, these are "masterplans" owned by the Town and provided at no cost to local homeowners that either are, or can easily be made, compatible with most of the lots zoned for single-unit dwellings in town. Many such masterplans have been used for other projects in town that differ only in their foundations based on site specific soil requirements.

10. In preparing our proposal, I wanted to know if you would like all consultants included (structural, interiors, MEP / manual JDS) or if this is strictly architecturals?

Yes, please include all the members of the project team in your Cover Letter to give the evaluation committee a sense of their contribution and qualifications.

11. Is any information available on Superior's intended process for permitting of individual instances of the pre-approved ADU designs? Will there be a 'site specific' submittal showing site plan placement, site specific zoning, etc.?

The Town will approve the ADU plans in question through the same process it currently uses to approve other masterplan sets. Likewise, the same building permit requirements will apply when constructing ADUs from these masterplans as apply when constructing single-unit dwellings, including all site-specific testing and standards.

12. Are any architectural services desired relating to ongoing site-specific design for individual instances?

Not from the Town but certainly from individual homeowners looking to construct ADUs using the plans.

13. Will Superior be requiring geotechnical reports for new ADUs?

Yes, site specific requirements are the same as for single-unit dwellings and will apply.

14. Are designs for different foundation type options desired as part of this work? (For instance, a design for standard soils vs an alternate design for more challenging soil conditions)

If feasible and fits the stated scope of work; yes, that sounds useful. The Town seeks ADU designs that are as complete as possible while favoring

board (if not universal) applicability for lots in which ADUs are permitted. The Town seeks to empower the applicants by relying on their expertise to propose the best solution that meets the expectations described by the RFP Scope of Work.

15. If site-specific submittals are not envisioned as part of Superior's ADU program, would Superior be willing to consider a waiver of liability to the design team for potential issues relating to site specific conditions, such as soils?

Site specific requirements are the same as for single-unit dwellings and will apply.

16. May we assume that Electrical panel layouts will be performed by electricians and will not be a part of the design deliverables?

No, electrical panel layouts will be a part of the design deliverables.

17. Is construction cost analysis desired as a service during the design process?

If feasible and fits the stated scope of work; yes, that would be helpful. The Town seeks to empower the applicants by relying on their expertise to propose the best solution that meets the expectations described by the RFP Scope of Work.

18. Will Superior be helping to connect homeowners with qualified contractors for the construction of the pre-approved ADUs?

No, to avoid conflict of interest, the Town does not make such referrals.

19. Does Superior desire the ADUs to be designed for an energy efficiency certification such as Energy Star Next Gen?

If feasible and fits the stated scope of work; yes, that would seem helpful. The Town seeks to empower the applicants by relying on their expertise to propose the best solution that meets the expectations described by the RFP Scope of Work.

Thank you for your continued interest in this project. Submittals are due April 9, 2026 at 10:00 a.m.

Town of Superior