



City of Quincy, Massachusetts
Purchasing Department
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Quincy, MA 02169

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ADDENDUM NUMBER 2

RE: RFQ-DUE : NOVEMBER 14, 2012 @ 11:00 a.m.

BID/RFP TITLE: TURNKEY PHOTOVOLTAIC INSTALLATION

PLEASE NOTE :

Questions have been asked by a potential bidder, and the answers are as follows:

Question #1 Page #1 - Section 2: Solicitation Process, paragraph 1, last sentence "the response must meet the requirements in Section 4 and must adequately address all questions in Section 5."

In the RFQ, Section 4: Comprehensive List of RFQ Components for all Bidders begins on page #4 and end of section on page #6. Section 6 – Evaluation Criteria begins on page #7. The RFQ appears to be missing Section 5. Will Section 5 be issued as an addendum?

Answer #1 *Please delete the reference to questions in section 5; we don't have any questions for that section.*

Question #2 Addendum #001 – the question of the Pricing being included in the RFQ and should be part of the questions to Qualified Bidders. Can you confirm that the Section 4 paragraph 5 is eliminated in its entirety? Pricing is eliminated from the RFQ and that Appendix A and Appendix B are not part of the RFQ but will be part of the Questions to Qualified Bidders?

Answer #2 *Section 4, Paragraph 6, "Pricing", and the answer is Yes, it is eliminated at this phase only.*

Question #3 Does the Purchasing Department have a preferred format for the RFQ response; is there a page limitation, page size and or font size instructions, 3-ring binder, original and number of copies, etc.?

Answer #3 *The City request that vendors submitting responses to provide 1 original and 4 copies. There is no page limitation or required binding.*

Question #4 Is the City of Quincy Purchasing Department planning on conducting a pre-quals meeting as part of this RFQ?

Answer #4 *No, there is no meeting to pre-qualify. We shall decide on the most qualified participants who can demonstrate they can handle a project of this size, along with having the ability to finance it.*

Question #5 Pages 11, 12 and 13 provides a List of City Owned properties. The RFQ sections 1, 2, 3, and 4 do not provide instructions regarding the List of City Owned Properties. Top of Page 11 provides instructions for city owned properties to be considered for installation of solar PV systems. "Bidders will be required to rank properties in spreadsheet format....", etc. and bidders are to provide " A separate listing shall be made or properties the bidder does not feel are feasible,....". Is the bidder required to provide the described ranking of properties and other instructions listed on the top of page #11 to be part of this RFQ response?

Answer #5 *"Qualified" bidders (after RFQ responses) will be required to rank the properties. The list of properties is informative at this point to demonstrate the size and scope of the project. It is also there to entice as many qualified bidders as possible, as money for solar funding usually favors larger projects.*

Question #6 Are responding bidders required to meet DBE and or WBE percentage goals for participation as part of the proposed work?

Answer #6 *While it is the position of the City of Quincy to always promote the use of WBE/MBW/DBE it is not a requirement of this project.*

Thank you.

PLEASE SIGN THIS SHEET AND ATTACH IT TO YOUR BID, AS IT IS NOW A PART OF THE BID. "ADDENDUM MUST BE SIGNED OR BID WILL NOT BE ACCEPTED."

Kathryn R. Hobin
Purchasing Agent

Date: _____

Bidder's Signature: _____