ADDENDUM NUMBER _1

RE:   BID DUE: March 14, 2019 @ 11:00 A.M.
BID/RFP TITLE: “ON CALL ARCHITECT/ENGINEERS

PLEASE NOTE:
The following questions were raised by a potential bidder. The City’s responses to the questions are as follows:

Q1. In which envelope is the thumb drive to be enclosed the Price Proposal or the Non-Price Proposal?
   A1. Please include it in the Non-Price proposal envelope.

Q2. For the Non-Price Proposal the format requires 3 references minimum to be included under Section 1 (firms/individuals) and 3 references minimum to be included under Section 3 (agencies/communities). Please clarify where references are to be included in the proposal and the type of references.
   A2. Section 1 asks for General References. Section 3 asks more specifically for any communities or municipal references you may have.

Q3. On page 1, and again on page 9 of your RFP you mention HVAC, plumbing, utilities, site, civil, structural, geotechnical. Then on pages 2-3, there are 32 types of services listed. Is it your intention that a firm include all 32 consultant types in their proposal? We aim to be as responsive as possible and would appreciate some clarification on this matter please. (sic)
   A3. You do not have to be a Multi-disciplined firm in order to submit a proposal. We welcome all types of firm’s sizes, big or small or sole proprietors. You do not have to partner with a large firm. Our intention with putting out this RFP, was to have a list of qualified Architect/Engineers of all varying of expertise for situations or project which may arise in our Public Building Department. So if any part of the price proposal page does not pertain to your firm (i.e. structural engineer) simply put N/A.

Q4. I wanted to ask for Clarification as to the Due Date and Time for the above-noted Proposal. On the Notice and on page 4 of the RFP, it list March 14, 2019 at 11:30 am, but on page 5 of the RFP, it list March 1, 2019 at 11 am
   A4. ON-CALL ARCHITECT/ENGINEER IS DUE: MARCH 14, 2019 @ 11:30 A.M.

Q5. Were we to be selected as one of the architects for on-call services and a job came our way which required, besides architectural work, structural, HVAC, or perhaps civil, site design. Would we be allowed to select a consultant of our choice? Or would we be requested to select a sub that was/is on the selected on-call list of consultants?
   A6. The names of any sub consultant(s) used in a project would need to be provided to the City of Quincy beforehand for approval.

THANK YOU: PLEASE ACKNOWLEDGE THIS ADDENDUM YOUR BID, AS IT IS NOW A PART OF THE BID.

Kathryn R. Logan

Kathryn R. Logan, Purchasing Agent