



# City of New London

Department of Finance-Purchasing Agent  
13 Masonic Street • New London, CT 06320 • Phone (860) 447-5215 • Fax (860) 447-5297

## Request for Proposals

### ADDENDUM 1

**Proposal No.:** 2020-14

**Addendum No.:** 1

**Date Issued:** March 13, 2020

**Stormwater General Permit Inspections & Monitoring Services**

**Opening Date and Time:** March 27, 2020 at 2:00 P.M.

**Bidders Notes:** This addendum is issued to provide all potential bidders with the answers to questions submitted by interested parties.

All other terms and conditions remain the same.

**This Addendum cover page must be signed and returned with your bid.**

\_\_\_\_\_  
Authorized Signature of Bidder

\_\_\_\_\_  
Company Name

**Return Bid To:**

Julie Chapman  
City of New London  
13 Masonic Street  
New London, CT 06320

**Bids cannot be accepted after the Bid Opening Date and Time indicated above.**

## REQUEST FOR PROPOSALS ADDENDUM

Project: Third Party Code Compliance for New London High School – North Campus  
(095-0090 MAG/N)

Request for Proposals 2020-14  
Addendum No. 1 – March 13, 2020

The City of New London Purchasing Office (“CONLPO”) is issuing this Addendum to the Request for Proposals named-above (the “RFP”) to respond to questions and requests for clarifications the City received regarding the RFQ/P, as well as issue additional information that shall be incorporated as part of the RFP.

**Proposal due Date and Time:** March 27, 2020 @ 2:00 p.m.

**ITEM 1:** Proposer Question: *If the DEEP removes stormwater monitoring from the general permit in the future, would the City still require turbidity monitoring to be performed?*

**ANSWER:** At this time it is now known if the turbidity would continue to be required if the permit changes. For the purposes of this RFP assume monitoring will be required for the duration of the project

**ITEM 2:** Proposer Question: *Should the cost for SMR preparation be included in Task 3 or will the SMRs be prepared by another consultant and/or the City?*

**ANSWER:** Costs for SMR preparation should be included in Task 3.

**ITEM 3:** Proposer Question: *Task 3 Monitoring mentions three (3) locations and the Stormwater Plan mentions four (4) sampling points. Should we provide the unit price per sample for four (4) locations?*

**ANSWER:** Provide costs based on 3 locations. It is anticipated that at some point in the project the existing outfall will be eliminated and the new outfall will be used for testing. If there is overlap, the unit price can be used for additional monitoring.

**ITEM 4:** Proposer Question: *What are the anticipated start and completion dates for this project?*

**ANSWER:** Start date of May 2020 and completion date of November 2023.

**ITEM 5:** Proposer Question: *Does the Bid Bond/Performance Bond/Labor and Material Payment Bond apply to this RFP?*

**ANSWER:** Yes

**ITEM 6: Proposer Question:** *We didn't see any submission requirements for qualifications, relevant experience or related information- all we see is the Fee Proposal form- are we missing something?*

**ANSWER:** **Qualifications and Selection Criteria is shown on next page.**

## QUALIFICATIONS AND SELECTION CRITERIA

The Proposal must be organized with the following sections and provide the following information, at a minimum:

Bidder Information – Please provide the following information:

- Name of Bidder (and parent company, if any)
- Address of office
- Name, address and telephone number of the principal contact person to receive notifications and to reply to inquiries

Years of Service – How many years have you been engaged in storm water pollution control plan monitoring services similar to those described in the document prepared by Stantec.

Relevant Experience – In this section provide descriptions of three similar projects for which you have provided storm water pollution control services. The description of each project should include pertinent information such as the project type (new construction, additions, renovations), and size (facility area and project dollar value).

Experience of Key Personnel – Provide a list of key personnel to be assigned to the project and a description of the work they will perform. Note their qualified inspector designation(s) as per Stantec document requirements in section 7.2.1. Resumes of key personnel who will be directly involved with the Project must be included and shall include at a minimum:

- Current job title, responsibilities, and type of work performed
- Educational background, academic degrees, licenses, and professional associations
- Experience on projects similar to that described in this RFP.

References – List (3) three client references for projects similar to this Project; include for each client:

- Name of Organization
- Scope (new construction, additions, renovations), and amount (dollar value) of construction
- Date services provided (start and finish)

Selection will be made after an evaluation of the apparent low bidder's proposal based upon the proven ability of the Bidder to meet the requirements of the RFP. The apparent low bidder will be determined by the qualification ratings in conjunction with the fee proposal.

Neither CREC or the City of New London, nor any of their respective officers, directors, employees or authorized agents, shall be liable for any claims or damages resulting from the selection, non-selection or rejection of any Proposal submitted in response to this RFP.

The City of New London reserves the right to accept or reject any or all Proposals or any part thereof, to waive defects in same, to waive technicalities, to accept any Proposal and to award the Contract, to the Bidder that the City, in its sole discretion, determines to be the most responsive, qualified, and responsible Bidder, which may or may not be the lowest Bidder.