



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.: 2022-10

Addendum No.: 1

Date Issued: July 14, 2022

2023 Reappraisal and Revaluation

Opening Date and Time: July 27, 2022 at 2:00PM

Bidders Notes: This addendum is issued to provide all potential bidders with answers to questions submitted.

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:

Joshua Montague, Accounting Purchasing Agent
City of New London
13 Masonic Street
New London, CT 06320

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

ADDENDUM 1

RE: 2022-10
FROM: Joshua Montague, Accounting Purchasing Agent
TO: Prospective bidders

This Addendum shall be part of the Contract Documents and modifies the original bidding documents. This Addendum is to be acknowledged by the bidders on the Bid Form. Failure to do so may subject the bidder to disqualification.

Changes to prior Addenda:

- No prior addenda have been issued.

Q&A:

1. On the bid form can the city define the requested services that the vendor is to provide under the item “Digital Index Records”? **Yes, should be cloud-based.**
2. On the bid form can the city define the differences between “web hosting cost per year” and “online public access”? **It would one or the other, as long as on-line public access is available through the web site for the public.**
3. Would the city be interested in the vendor providing Data Mailer services? **Yes**
4. On page 35 within the appraisal specification “interior inspections”, is the count of 290 commercial and industrial a portion of the total commercial and industrial properties in the city? **No, that was a mistake. There are 800 Commercial, 229 Industrial, and 2 Public Utility Properties.**
5. On page 35 within the appraisal specification “exterior inspections”, is the vendor to perform an on-site inspection of all properties in the city or review only?
 - a. **The perimeter of all improvements shall be carefully reviewed for accuracy against the Assessor's current records by the contractor.**
 - b. **The CONTRACTOR will utilize sketch verification / validation software to place sketch overlays onto aerial ortho photography to determine errors. The company will purchase the aerial photography as part of the revaluation contract. A list of failed parcels will be combined with sale and permit inspections to be visited in the field.**
6. RFP states the **CITY** will be responsible for collection of all open building permits. Who is responsible for data entry of these? **Data collection for the permits is the responsibility of the Contractor. The City will keep a spreadsheet of all permits for uploading to the new property cards.**
7. Are new photographs required for each parcel within the City or just of each new structure (as stated on Page 15, Section B)? **Photographs are required for each NEW structure, unless the current photograph looks nothing like the structure.**

General Items: