



ESSEX COUNTY COMMUNITY RESOURCES

7551 Court Street · P.O. Box 217 · Elizabethtown, New York 12932
Telephone (518) 873-3426 · Fax (518) 873-3751

Anna Reynolds
Director

Rob Wick
Project Manager

TO: All Bidders
FROM: Rob Wick, PMP Project Manager
DATE: November 20th, 2020
SUBJECT: Addendum #2 Schroon Water & Sewer Evaluations RFQ

1. Responses to questions on the RFQ:

- a. **Q: How are respondents to prepare estimates and cost proposals for the Water Tank and the Storm Water projects?**
 - i. **A:** As this is a *Request for Qualifications*, respondents are not expected to provide project-specific approaches and costs other than the typical hourly rates for the various positions and skill classifications the firm possesses. The two defined projects are listed there for the respondents' awareness of potential scopes the Town wishes to proceed with very soon. **Respondents are not being asked to provide an RFP response for these example projects; as such, there is not additional background information being provided to develop project-specific proposals.**
- b. **Q: On page seven of the RFQ, the first and second bullets ask for RPR hour estimates; to what is the respondent to base these estimates on?**
 - i. **A:** This is a typo; do not provide RPR estimates, instead provide standard hourly rates and qualifications of RPR staff.
- c. **Q: For the Asset Management Plans for both Water and Sewer Systems what is the Towns preferred scope and medium of delivery?**
 - i. **A:** Unspecified in terms of media delivery. All respondents should discuss and propose the most efficient, cost effective and easy-to-use medium for the Asset Management Plan to be drafted, presented, adopted and kept up-to-date as time progresses. For a digitally-driven media proposal, this would include an awareness of and consideration for the potential for the Plan data to be migrated to future software programs and formats.
 - ii. **A:** For content and scope of the Plans, these must include assessments of the condition, criticality, failure risks, asset value, operations/maintenance and capital investments over time, etc. all projected over a 50-year term.
- d. **Q: Due to the Thanksgiving Holiday, will the RFQ due date be extended?**
 - i. **A:** The RFQ was posted to the NYS Contract Reporter on 11/09/2020. **A minor extension to 12/04/2020 will be made,** such that the Town's Review Committee can review proposals and make a decision at the next Town Board Meeting.



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2. Updated Technical Contacts for site visits and infrastructure questions:

The Chief WWTP Operator

Brian Ritching:

Plant 518 532-9772

The Chief Water Treatment Plant

Operator David Clark

Plant: 518 532-7737

Email: water@schroon.net

END OF ADDENDUM # 2