



ESSEX COUNTY OFFICE OF COMMUNITY RESOURCES

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Anna Reynolds
Director

Rob Wick
Project Manager

TO: All Bidders / Respondents

FROM: Rob Wick, PMP Project Manager

DATE: 4/04/2022

SUBJECT: Addendum #1 Jay WWTP Disinfection Investigation Engineering RFP

1. Questions & responses to questions submitted:

Q: Is an Inspection & Maintenance Plan required? This is listed as Task 18 in the RFP, but not also shown in the Cost Proposal Form.

A: Yes, an I&M is also required as part of the Scope of Work; an updated Cost Proposal Form is attached.

Q: Is the Respondent required to provide an estimate for construction observation hours or utilize the 120 days as stated in the RFP?

A: To ensure that all responses can be evaluated for the same estimated construction duration, **120 days** as stated in the RFP shall be utilized when providing cost estimates for RPR services.

Q: Are wetland delineation services requested as part of Task 18 'Surveys & Base Mapping'?

A: Yes. Further, Respondents should carefully review Appendix B and propose any such assessments/surveys they identify as a required step in successfully achieving the primary deliverable of a design approval from all necessary regulatory agencies prior to Bidding. Any identified sub-tasks shall be included in cost proposal for Task 18 and cited in the Cost Proposal narrative to detail these services.

Attachments:

- Updated Cost Proposal Form

END OF ADDENDUM # 1

DELIVERABLES	LUMP SUM PROPOSED:	HOURS OF LABOR:
GENERAL REQUIREMENTS		
Task 1) Project Schedule		
Task 2) Project Management & Coordination Meetings (<i>incl. MILEAGE</i>)		
PRELIMINARY DESIGN PHASE		
Task 3) Data Collection & Review		
Task 4) Preliminary Designs (<i>Basis of Design for Owner / Regulatory approval</i>)		
Task 5) Schematic Designs (<i>30% Designs to support full permitting</i>)		
FINAL DESIGN PHASE		
Task 6) Final Designs (<i>100% completion for Funding/Regulatory approval</i>)		
PERMITTING & CONSTRUCTION DOCUMENTS		
Task 7) Produce Final Construction Documents, acquire necessary permits per Task 3		
Task 8) Project Permitting (Local, State, Federal)		
BIDDING PHASE		
Task 9) Provide Compliant Construction Documents (<i>incl. PRINTING</i>)		
Task 10) Advertise for Bidding, provide Bid Response Services (<i>incl. PUBLISHING</i>)		
Task 11) Tabulate Bid Results, Recommend Awards		
CONSTRUCTION ADMIN PHASE		
Task 12) Preconstruction Conference		
Task 13) Construction Period Services: Technical Analysis & Contractor Payments/Submittals		
Task 14) Punch List with Contractor		
Task 15) Closeout (Codes & compliance review / certification per 'Closeout Checklist')		
Task 16) Engineer's Notice of Completion Certification		
Task 17) Approx. 120 DAYS of RPR Services		
REIMBURSABLES		
Task 18) Surveys & Base Mapping		
Task 19) Geotechnical Evaluations		
ADDITIONAL SERVICES		
Task 20) Inspection & Maintenance (I&M) Plan		