

Addendum No. 1 to RFP 16-44



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: All Parties on Record with the City of Somerville as Holding RFP 16-44,
Climate Change Vulnerability Assessment

From: Michael Richards, Procurement Analyst

Date: November 24, 2015

Re: Answer Questions Received at Pre-Bid Meeting, Post Pre-Bid Attendance

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Please acknowledge receipt of any and all Addendums (if applicable) by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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Answer Questions

Q. Do you anticipate the planning and community education tool will be a deliverable for the selected vendor?

A. This section of the RFP referred to visual representations of climate impacts will be used as value added for the project. We are not envisioning the creation of a new tool; visualizations will be used underline to demonstrate the impact of the climate change vulnerability in communication and engagement activities carried out by the City beyond the scope of the project

Q. Do you have an anticipated contract budget?

A. The projected budget is estimate to be approximately \$100,000.

Q. How many projection years and scenarios are you anticipating as part of the proposal?

A. The City is interested in respondents' suggestions on projection years and scenarios. The City is interested in projections that are useful for planning level analysis. The City recommends that respondents look at other communities to see what has worked and has not worked. We do have the 2050 carbon neutrality and resilience goal. For the scenarios, we're looking for something far enough out to be beneficial from a planning level, and also far enough to represent different environmental situations the City may face in the future.

Q. The Quality Requirements form in Section 5.0 states that a "No Response" to items 1, 2, or 3 will result in disqualification, but Quality Requirement 3 regarding MBE/WBE is listed as optional. Will a failure to certify yes to Quality Requirement 3 result in disqualification?

A. No, Quality Requirement 3 is optional and a "no" or "no response" will not result in disqualification.

Q. Do you have a desired project schedule?

A. The City wishes this to be an efficient process, optimistically completed by the end of the current fiscal year – June 30th, 2016. We are also interested in receiving general timelines from respondents, but it is certainly anticipated that the project will be completed by the end of the 2016 calendar year.

Q. The Scope of Work says the use of a proprietary tool cannot be used without approval from the City prior to contract execution. Are there non-proprietary tools the City has in mind?

A. The City does not have a non-proprietary tool in mind, but is desires that the tools used by the consultant will not prevent the City from working with the deliverable after the project has been completed.

Q. Can you describe the committee and what the community engagement process will look like?

A. The RFP has spelled out what the basic meetings will look like. The selected vendor will not be actively involved in major community engagement tasks, rather primarily engaged in information gathering and setting a technical baseline that the City will use to engage the community later on. The vendor's interaction will primarily be with the sub-committee of the Mayor's Commission on Energy Use and Climate Change (CEUCC). The sub-committee consists of CEUCC members and experts in the related fields – academia, etc. The City would like to build into the scope two meetings with a broader audience either with elected officials or city department heads, or with members of the community.

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Q. Who is the conducting the current greenhouse gas emissions inventory.

A. AECOM

Q. Can you please tell us more about the City's stormwater model, referenced in the RFP.

A. The City is still compiling information regarding the stormwater model. The full answer to this question will be included with the second round of questions and answer due on December 8th, 2015.

Q. Will the stormwater modeling work be conducted as part of this scope or work, or as a parallel project?

A. The most likely path we anticipate is that the selected consultant would provide the data input and the City would provide that data to the stormwater consultant for the output. We will facilitate the meetings between the two vendors.

Q. Does the City have specific studies or plans related to climate change that it wants incorporated into the project?

A. We expect the consultant to bring knowledge of relevant studies, plans, and data from outside the City. The City will provide access Somerville data and plans, though there is no existing climate-change related plan for the City. There was a greenhouse gas inventory commissioned 15 years ago, in addition to the current ongoing study. We encourage you to also look at the various neighborhood and community plans conducted by the City's Planning and Community Development department to consider future growth.

Q. Do you have a date for when the climate action plan is expected to be completed?

A. The completion date will be dependent on the level of community engagement but we are expecting completion by late 2016.

Q. Who is the current stormwater modeling consultant?

A. MWH.

Q. Will Police and Fire be involved in the assessment?

A. Yes, Police and Fire will be involved as it relates to the critical systems that they operate.

Q. What are the critical social systems that the City is interested in?

A: O: As stated in the RFP, we are interested in public health, emergency response, social services, vulnerable populations, accessibility Public health, vulnerable populations, etc.] The City is interested not only in the systems with services to people but also the people themselves and setting long-term priorities for the City's diverse groups and demographics. DK: Emergency preparedness will relate to to many of these issues. The following are some examples - Excessive heat, flooding, illnesses, injuries, disaster preparedness impact wellbeing. The City is interested primarily in vulnerable populations, but climate change strategies will look at livability and mobility for all ages.

Q. Will there be any language issues?

A. There are 52 languages spoken in the Somerville schools and the City has interpretation services. The three primary non-English spoken languages are Portuguese, Spanish, and Haitian

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Creole. The interpretation services will not interpret the documents the vendor provides but could be made available for the community engagement aspects of the project to the extent that translation services are needed.

Q. On page 15, the first quality requirement is: at least one project for a municipal or government client related to climate science or planning. Is that a team requirement? Or is that for the prime?

A. That is a team requirement.



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Department of Purchasing

JOSEPH A. CURTATONE

MAYOR

BID # RFP 16-44 DATE: 11/23/2015 TIME: 11:30am ET

The following individuals were in attendance for a pre-bid meeting for:

Climate Change Vulnerability Assessment

Name	Company	Email Address	Phone Number
Lauren Miller	Don Smith	millerlmg@cdmsmith.com	617-452-6737
Robert Atwood	Resource Control Associates, Inc.	ratwood@resource-control.com	781-784-4110
Carl Chamberlin	Parsons Brinckerhoff	chamberlin@pb.com	617-960-4857
Mike Cunningham	Kleinfelder	mcunningham@kleinfelder.com	617-498-4773
Nathalie Besovous	"	nbesovous@kleinfelder.com	617-498-4651
Angela Vincent	BSC Group	avincen@bscgroup.com	603-385-5385
Kari Hewitt	VHB	khewitt@vhb.com	617-607-0971
Van Du	VHB	udu@vhb.com	617-607-0971
Kelley McCall	Linnean Solutions	Kelley@linnean.com	802-535-2040
David Vanforen	MWH	david.vanforen@mwhglobal.com	617-344-7122
Heather Mechi	Woodward Curran	hmechi@woodwardcurran.com	
Craig Blake	Envirotrac	craig@envirotrac.com	781-793-0074
KIM LUNDGREN	KIM LUNDGREN ASSOC.	kim@kimlundgrenassociates.com	617-920-8038

Under the penalties of perjury, the above list represents the names of all bidders in attendance at the pre-bid meeting and I declare that said list is a complete and accurate list of attendees.

[Signature]

Michael Richards
Procurement Analyst

Witness



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BID # RFP 16-44 DATE: 11/23/2015 TIME: 11:30am ET

The following individuals were in attendance for a pre-bid meeting for:

Climate Change Vulnerability Assessment

Name	Company	Email Address	Phone Number
Maeva Bartlett	AECOM	maeva.bartlett@aecom.com	617-854-1781
Jon Crowe	Merith Consultants	jon.crowe@mc-grp.com	617-853-2450
Lisa Dickson	Arup	lisa.dickson@arup.com	617-921-3050
Jayne Nippres	AECOM	jayne.nippres@aecom.com	617-542-4244
Julia Signorella	Loureiro Engineering Associates	jsignorella@loureiro.com	
David Breeding	APVco	dbreeding@apvco.com	617-447-2464
John H. Collins, Jr	PERC Consultants	collinsj@perc.com	781-238-8880
MARY MOUNAHAN	FUSS & O'NEILL	marymounahan@gmail.com	413-313-1901
Michael Pelletier	Dewberry	mpelletier@dewberry.com	617-531-0803
Dennis Reip	"	dreip@dewberry.com	617-531-0793
Rachael Signorella	HDR	Rachael.Signorella@HDR.com	617-603-6344

Under the penalties of perjury, the above list represents the names of all bidders in attendance at the pre-bid meeting and I declare that said list is a complete and accurate list of attendees.

Michael Richards

Michael Richards
Procurement Analyst

Witness