

Addendum No. 2 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: December 10th, 2015

Re: Answer Questions Received in Q/A Period

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

A. The City has a hydraulic model that is maintained and updated by MWH Global. The resolution of the model is currently at the sub-system level, as opposed to the block level. The City's model could be used to model when the major portions of the system (e.g., Union Square neighborhood) would flood but does not provide for detail that would allow us to know when specific blocks or buildings would. . The model was developed in InfoWorks ICM.

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. However, if there are creative or critical analysis that teams feel could be better evaluated by partnering with MWH on this project, it will be considered.

Q. What extent of the City does the current drainage system hydraulic model include?

The model covers the major portions of the city system and is separated into 11 sub-systems. There are small local systems that are not currently part of the model. The entirety of the system is mapped in GIS.

Q. Describe information that will be available from the modeling – extent and depth of flooding?
The model could, for example, provide extent and depth of flooding at the sub-system level for precipitation projections.

Q. What is the availability of storm sewer maps for the City of Somerville? Is there existing mapping currently available to the proposers?

The entire system is mapped. If a system map is available prior to the proposal deadline, it will be provided in an additional addendum.

Q. Is the City anticipating it will have to go out to bid again for the climate mitigation and adaptation plan it hopes to develop upon the completion of the GHG Inventory and the Vulnerability Assessment or is it possible the CCVA contract could be amended to include the plan?

The City has not determined the scope of work for the climate change plan and therefore has not decided on the appropriate procurement vehicle. That said, the City is interested in awarding the CCVA contract to a team whose capabilities are well suited to the ultimate goal of developing an action plan.

Q. You have previously indicated that a firm will not be disqualified if they do not have MBE/WBE status, but is there a possible benefit or advantage for a MBE/WBE businesses?

A. There is no preference or advantage given to MBE/WBE businesses. The City asks this question of vendors for state and federal reporting purposes.

Q. Are you able to share who will comprise the Evaluation Committee?

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A. The Evaluation Committee will be composed of representatives of the participating City Departments identified in the RFP. The complete list of evaluators will be made available after the evaluations are complete, upon request.

Q. Are Price Proposal submissions required to be prepared in the same 3-ring binder format as Non-Price Proposals with labelled spines identifying the offer's name, solicitation number, formal solicitation title and copy number?

A. Price Proposals are to be included in a separate sealed envelope that includes the offeror's name, solicitation number, and clearly notes "Price Proposal". They do not need to be prepared in a 3-ring binder; a flat envelope is preferable.

Q. Section 4.0, Price Summary Form. The second paragraph states: "Please include a supplemental project fee schedule itemized by task on a separate page to be included with your price proposal, if necessary." Is this additional price detail necessary?

A. The separate fee schedule is optional if offeror's wish to provide greater detail or itemized project cost that were used to arrive at the Total Fixed Fee.

Q. Section 4.0, Price Summary Form. In the Hourly Fee Schedule, should the hourly rates for any subconsultants be provided also? If so, on a separate form signed by the subconsultant firm?

A. Please provide hourly rates for subcontractors, if available. They should complete a separate, signed form that will be included in the offeror's price proposal envelope.

Q. The Somerville Living Wage Ordinance Certification Form requests that contractors and subconsultants provide payroll records if requested. Please confirm that this information will not be made public and would only be viewed by city officials whom are required to review it for legal purposes.

A. Payroll records will be reviewed by City officials and will not be made public.

Q. On the Reference Form, it lists "IFB Title." Could you please explain what information is being requested here?

A. That should read RFP Title and should be completed with RFP 16-44 Climate Change Vulnerability Assessment.