

Addendum No. 1 to RFP 15-48



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

To: Prospective Bidders IFB 15-48, Cost of Rate Study & Rate Model

From: Orazio DeLuca, Contract Manager

Date: December 5, 2014

Re: Questions and Answers

Addendum No. 1 to RFP 15-48

The City is issuing this addendum #1 to IFB 15-48 Cost of Rate Study & Rate Model, for the following questions and answers.

Please be sure to acknowledge this addenda when submitting your RFP by signing this form and inserting it into your RFP Technical Package.

1. Of the required forms listed in the RFP (referenced on Page 15 of the PDF), the following are included at the end of the RFP but, unless I missed something, do not appear to be required in any section on Page 15 – should we include these with our proposal and, if so, in which section?:
 - Signature Form – page 25 of the PDF
 - W-9 – page 27 of the PDF
 - Vendor Certification – page 28 of the PDF

Answer: All forms must be completed and submitted in the Technical Package of the RFP.
2. Has a formal rate study been performed in the past? If so, when and by whom?

Answer: No recent cost of service rates studies have been performed
3. Who is the City's principal consulting engineer for water and sewer?

Answer: The City uses several on-call engineering firms for various projects, there is no single principal consulting engineer

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4. Has a budget/budget range been set aside for the project?

Answer: No, a specific budget/range has not been established

5. Of the four meetings to be provided (the initial meeting and three review meetings listed on Page 6 of the PDF), would the City be interested in having any of them as virtual meetings (e.g., sharing of screen to walk through model/presentation) to save on travel time and expenses or should we assume all four will be on-site?

Answer: The City will require that initial and final meetings be on-site, but would consider conducting the other two as virtual meetings

-ACKNOWLEDGMENT OF ADDENDUM 1—

Vendor name:

Name of person

submitting RFP: _____

Signature of person

submitting RFP: _____

Thank you-

Orazio P. DeLuca

Contract Manager

Purchasing Department

City of Somerville

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