



**DEPARTMENT OF
PUBLIC WORKS**

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**ARCHITECTURAL/ENGINEERING TEAM PROFESSIONAL SERVICES
ADDENDUM No. 1
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THE FOLLOWING QUESTIONS ARE A COMPILATION OF ALL RECEIVED BY EMAIL FROM INTERESTED BIDDERS RESPONDING TO THE ABOVE REQUEST FOR PROPOSALS. THE QUESTIONS AND ANSWERS ARE HEREBY MADE A PART OF THE SPECIFICATIONS AND CONTRACT DOCUMENTS. BIDDERS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THEIR BIDS.

1. CAN ELECTRONIC SIGNATURES BE USED ON THE ORIGINAL DOCUMENT? YES, THIS IS ACCEPTABLE.

2. WOULD THE COUNTY CONSIDER A ONE WEEK EXTENSION? No.

3. IS KENT COUNTY LOOKING FOR THE RESPONDING FIRM TO PROVIDE A PROPOSED SUB CONSULTANT TEAM OR SHOULD THE PROPOSAL ONLY INCLUDE QUALIFICATIONS SPECIFIC TO THE RESPONDING FIRM? THE PURPOSE OF THE RFP IS TO ESTABLISH A POOL OF PREQUALIFIED VENDORS (CONSULTANTS) THAT THE COUNTY CAN SELECT FROM, BASED ON THE QUALIFICATIONS AND EXPERIENCE IN THE DETERMINATION OF THE COUNTY TO BE ASSIGNED A PROJECT. THE INCLUSION OF SUB CONSULTANTS THAT THE RESPONDING FIRM HAS A SUCCESSFUL RELATIONSHIP WORKING WITH CAN BE AN ADVANTAGE TO THE PROPOSAL. THE COUNTY WILL ALSO HAVE THE ABILITY TO ASSEMBLE THEIR OWN TEAM FROM THE QUALIFIED POOL OF CONSULTANTS.

A SUBCONSULTANT LISTED IN A RESPONDING FIRMS PROPOSAL CAN ALSO SUBMIT THEIR OWN QUALIFICATIONS TO BE IN THE POOL OF CONSULTANTS AND CAN CROSS REFERENCE ANOTHER RESPONDING FIRM NOTING THEIR WORKING RELATIONSHIP.

4. PLEASE PROVIDE A LIST OF BIDDERS. WE ARE NOT MAINTAINING A LIST OF BIDDERS.

5. WHAT FUNDS (COUNTY, STATE, FEDERAL) WILL BE USED TO PAY FOR SERVICES UNDER THE IDIQ AND ARE THERE ANY REQUIREMENTS FROM THOSE FUNDING SOURCES FOR THIS PROPOSAL? FUNDS FOR PROJECTS NOTED IN THE RFP WILL HAVE FUNDING FROM A VARIETY OF SOURCES INCLUDED THE AMERICAN RECOVERY PLAN AND STATE GRANTS. ANY FUNDING REQUIREMENTS FOR A SPECIFIC PROJECT ASSIGNED TO A CONSULTANT WILL BE ADDRESSED THROUGH NEGOTIATION OF A SCOPE OF WORK AND FEE.

6. ARE THE REQUESTED BILLING RATES TO BE USED THROUGHOUT THE ENTIRE THREE 1- YEAR AGREEMENTS, OR IS THE BILLING RATE ADJUSTED BY SOME PRICE INDEX FOR EACH 1 YEAR RENEWAL. THE ONE YEAR RENEWALS OF THE CONTRACT ARE UPON MUTUAL AGREEMENT

BETWEEN THE COUNTY AND VENDOR. ANY BILLING RATE INCREASES ASSOCIATED WITH THE RENEWAL OF THE CONTRACT WOULD REQUIRE BOTH PARTIES TO BE IN AGREEMENT.

7. IS FLOW MEASURING EQUIPMENT FOR I AND I ANALYSIS TO BE INCLUDED UNDER III.7.C?
NO, AS WE WOULD ANTICIPATE THESE CHARGES MAYBE INFLUENCED BY THE EXTENT OF NEED, THESE COSTS WOULD BE NEGOTIATED WITH THE CONSULTANT SELECTED FOR THIS PROJECT.

8. PLEASE INDICATE WHICH COUNTY SYSTEMS WILL BE POTENTIALLY INVESTIGATED FOR I7I SO WE CAN GET A FEEL FOR HOW MANY METERS WILL BE NEEDED. THE QUANTITY IMPACTS THE UNIT RATE FOR FLOW MEASUREMENT. NO. THE PURPOSE OF THIS RFP IS TO ESTABLISH A VENDOR'S EXPERIENCE AND CAPABILITY TO PERFORM THESE PROJECTS. THE COUNTY WILL THEN BE ABLE TO TAKE ADVANTAGE OF THIS EXPERIENCE TO WORK WITH THE VENDOR TO DEVELOP A SCOPE OF WORK TO ACCOMPLISH THE GOAL OF THE PROJECT IN AN EFFICIENT AND TIMELY MANNER.

9. PAGE 5. SECTION 2. SCOPE OF WORK A. 7). GRANT WRITING AND ADMINISTRATION. WHAT SPECIFIC SERVICES IS KENT COUNTY REQUESTING? THE COUNTY MAY REQUEST ASSISTANCE FROM A CONSULTANT TO PROVIDE SUPPORTING INFORMATION (TECHNICAL, COST OPINIONS, RESPONSE TO QUESTIONS) FOR A GRANT APPLICATION BEING SUBMITTED BY THE COUNTY FOR THE PROJECT ASSIGNED TO THAT CONSULTANT. THIS CAN ALSO INCLUDE SUPPORT DURING DESIGN AND CONSTRUCTION TO COMPLY WITH GRANT REQUIREMENTS. THIS WORK EFFORT IF NEEDED WOULD BE ADDRESSED UNDER THE SCOPE OF WORK FOR THAT ASSIGNED PROJECT AND COULD BE PERFORMED ON A TIME AND MATERIAL BUDGET OR UNDER AN OVERALL PROJECT BUDGET DEPENDING ON THE SCOPE.

10. PAGE 20. SECTION 21. INSURANCE. "IN NO EVENT MAY THE INSURANCE COVERAGE BE LESS THAN THAT SHOWN ON THE APPLICABLE TABLE, ATTACHMENT, OR CONTRACT PROVISION FOR REQUIRED INSURANCE." CAN KENT COUNTY PROVIDE THESE LIMITS? SEE THE FOLLOWING:

PRIOR TO EXECUTION OF THIS CONTRACT, THE SUCCESSFUL BIDDER SHALL SUBMIT A "CERTIFICATE OF INSURANCE" INDICATING IT CARRIES THE SPECIFIED INSURANCES IN THE AMOUNT SPECIFIED IN THIS RFP. COVERAGES SHALL BE MAINTAINED THROUGHOUT THE TERM OF THE CONTRACT. UNLESS OTHERWISE SPECIFIED, COVERAGE LEVELS SHALL BE REQUIRED AS FOLLOWS :

- A. PROFESSIONAL MALPRACTICE, NEGLIGENCE, AND ERRORS AND OMISSIONS COVERAGE IN MINIMUM AMOUNTS OF \$2,000,000.00 PER EVENT AND \$1,000,000.00 PER PERSON.
- B. GENERAL LIABILITY - MINIMUM - \$2,000,000.00
- C. WORKERS' COMPENSATION INSURANCE AS REQUIRED BY LAW.
- D. COMPREHENSIVE LIABILITY INSURANCE WITH MINIMUM LIMITS OF \$1,000,000.00 PER PERSON, \$2,000,000.00 PER OCCURRENCE. POLICY SHALL INCLUDE THE BROAD FORM OF COMPREHENSIVE GENERAL LIABILITY ENDORSEMENT OR ITS EQUIVALENT.
- E. ALL REQUIRED COVERAGES SHALL INCLUDE AND SPECIFICALLY NAME THE COUNTY AS AN ADDITIONAL INSURED AND LOSS PAYEE WITH RESPECT TO ALL OPERATIONS UNDER THE CONTRACT.

- F. THE SUCCESSFUL BIDDER WILL FURNISH THE COUNTY ANY UP-TO-DATE CERTIFICATES OF INSURANCE STATING THE REQUIREMENTS LISTED ABOVE AT CONTRACT IMPLEMENTATION.

11. IS THE COUNTY OPEN TO NEGOTIATING THE LANGUAGE IN THE GENERAL TERMS AND CONDITIONS OF CONTRACT BETWEEN COUNTY AND CONTRACTOR (GENERAL CONDITIONS)? DUE TO THE NATURE OF THIS TYPE OF PROCUREMENT FOR PROFESSIONAL SERVICES, THE COUNTY IS OPEN TO CONSIDERING MODIFICATIONS OF LANGUAGE.

12. WHO IS THE INCUMBENT ARCHITECTURAL/ENGINEERING TEAM? THERE IS NO CURRENT TEAM. THIS IS A FIRST TIME REQUEST.

13. WOULD YOU BE ABLE TO PROVIDE AN EDITABLE FORM OF PROPOSAL (PAGE 10)? ATTACHED IS A WORD DOCUMENT FOR USE.