

REQUEST FOR QUALIFICATIONS / PROPOSALS (RFQ/RFP)

FOR

TURF ATHLETIC FIELDS AND SEASONAL SPORTS BUBBLE FEASIBILITY STUDY RFP/RFQ NUMBER #2023-01



ADDENDUM NO. 1

February 14, 2023

Addendum No.1 is being issued to all potential bidders to provide the items and attachments set forth herein which shall act to qualify, clarify, or otherwise modify the Documents previously issued regarding the above referenced project. These items, whether of omission, addition, substitution, or clarification, shall be incorporated into the proposals submitted by all proposers, and receipt of this document and its attachments must be acknowledged, either in the space provided on the Proposer's Form of Proposal. Failure to do so may subject the Proposer to disqualification.

This Addendum No. 1 is being issued to respond to the following questions received on February 14, 2023

Question 1:

Given the tight timeframe for the project, it may not be feasible to get a boring contractor engaged and write a formal geotechnical report. Instead, we would recommend doing several test pits, dug by Town forces (with consultant oversight). Please confirm that this is acceptable.

Response:

Several test pits will be accepted for the study. However, it is expected that the Consultant will be able to provide expert opinion on the condition of the soils and its suitability for the scope of the project.

Question 2:

Given the tight anticipated project schedule, formal survey will not be possible. We assume that for a feasibility study, GIS/Record data can be used. Please confirm.

Response:

A formal survey is not required for the study. However, the Consultant is to analyze the existing grading, wetlands, setbacks and all other pertinent information which may affect the fields feasibility. Consultant is to include the cost of performing a survey in the estimates.

Question 3:

The proposal mentions "preliminary design plans". Typically for feasibility studies, conceptual level plans are used. We do not believe that the anticipated project schedule allows for formal preliminary design plans (30% CDs). Please confirm that conceptual plans would be the intent for this phase.

Response:

The preliminary design is not expected to be 30% complete. Provide enough information to determine if the feasibility of the turf fields and seasonal sports bubble as described in 10.A.e.

Question 4:

We are requesting a time extension for the proposal due date, if possible.

Response:

Unfortunately, an extension cannot be granted.

Question 5:

The RFP mentions hard copies for the submittal. Is submitting only electronic files acceptable? This will help with the tight deadline for the RFQ.

Response:

Electronic copies of the RFQ/RFP response on a flash drive will be acceptable.

Question 6:

The bid sheet is requesting pricing for the preliminary designs for both the turf field and seasonal bubble as part of this Fee Proposal Form. Can you just confirm that

fee proposal form is for an idea of cost and that a separate contract would be negotiated between the Town and the selected contractor for the feasibility study? It would be difficult to provide costs for design prior to the completion of the feasibility report.

Response:

RFQ/RFP 2023-01 is to provide the written report, preliminary designs (if feasible) and estimates. The Town is aware that the estimates are based on preliminary designs and not bid ready contract documents, however, the Consultant is to make the best effort utilizing contingencies to provide the Town of Wilton with an estimate to help the Town determine what the potential costs will be.

Question 7:

Can you clarify how you would like the submittal? Page 3 and Page 4 of the RFP differ in how the response should be submitted. Do you want 3 copies of fee proposal (Form C) in a separate sealed envelope separate from the cover letter and corporate qualifications? Please clarify.

Response:

Page 3 discusses the RFQ response. Page 4 discusses the RFP response.

Question 8:

Please clarify if you are requesting a full geotechnical analysis as part of the feasibility study. Generally, we would complete test pits to review soils as part of the feasibility analysis and then issue our findings based on the test pits data and analysis. A full geotechnical analysis typically would not be required until the design phase was started. Please confirm.

Response:

Several test pits will be accepted for the study. However, it is expected that the Consultant will be able to provide expert opinion on the condition of the soils and its suitability for the scope of the project.

All other terms and conditions of RFQ/RFP 2023-01 remain the same.