

ON-CALL CONSULTING ENGINEERING SERVICES
RFP/Q 2025-011
ADDENDUM 1

1. Could you please provide the list of engineering firms that are currently approved under the current contract in this capacity (incumbents)?
 - a. The engineering firms currently on the town's on-call list are:

Cardinal Engineering Associates
Dymar, Inc.
Fuss & O'Neill, Inc.
SLR International Corporation
Stuart Somers Company
Weston & Sampson, Inc.
2. Will the town accept a 3-year rate schedule to account for rate escalation or rather the consultant simply provide an annual percentage increase?
 - a. Per the town's Purchasing Policies & Procedures, the fee schedule for each awarded firm must remain in effect for a period of 3 years. Therefore, annual adjustments will not be permitted.
3. The scope is very extensive. Under the scope of services under para 2 it states – each firm need not be an expert in every category....assume sub-consultants can be engaged for certain specialty discipline services and their rates can be included. Can you please confirm?
 - a. Yes, subconsultants and their associated rates may be included.
4. Can we only bid for services we wish to offer? If this is acceptable then how will the Town select and compare bids, as every firm will have qualifications in certain disciplines, rates for services they offer in the fee schedule?
 - a. Yes, you may only bid for services you wish to offer. The Town will evaluate each firm by considering the firm's expertise and fee schedule for each service as compared to other firms that submitted for the same service.
5. On page 15 under directions for written submission it states that evaluation and subsequent award of a resultant contract is primarily based on qualifications and not based on fee schedule; however, the cost for your firm's services is one of the criteria outlined in this document. If we do not state an hourly rate for services we do not offer, will that reflect negatively during evaluation for selection?
 - a. No.
6. Is there an SBE requirement for this contract?
 - a. No.

7. Under the experience checklist once we put an “X” for services we have > 5 years’ experience in- and the services we wish to offer- can we submit hourly rates for those services only?
 - a. No, you may submit rates for any services you wish to offer. The checklist is for the town’s reference in determining experience level.
8. We had a question about the Indemnification in the RFP/Q 2025-011. There are two clauses, one on page 17 and one on page 25 and they are not the same language. Which one governs?
 - a. An updated indemnification clause is below. Please insert this page in the bid documents.

The successful bidder must submit satisfactory proof of insurance and a signed Indemnification Certificate.

INDEMNIFICATION CERTIFICATE

To the fullest extent permitted by law, the firm shall indemnify and hold harmless the Town of Southbury, and agents and employees of said Town, from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, to the extent caused in whole or in part by acts, errors, or omissions of the firm, a subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.

Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to the Town of Southbury. In claims against any person or entity indemnified under this paragraph by an employee of the firm, a subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a subcontractor under workers' or workmen's compensation acts, disability benefits acts or other employee benefits acts.

Contractor _____

Signature of Authorized Representative _____

Title of Authorized Representative _____

Business Address _____

Date _____