



ROSS VALLEY SANITARY DISTRICT

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ADDENDUM TO RFP DOCUMENTS

REQUEST FOR PROPOSALS: Engineering Design Services, Bid Support Services and Engineering Services During Construction for the FY 2023/24 Gravity Sewer Improvements Project

ADDENDUM NO.: 1

DATE: September 22, 2022

To All Potential Respondents:

The following changes, additions and/or deletions shall be made to the Request for Proposals for Engineering Design Services, Bid Support Services and Engineering Services During Construction for the FY 2023/24 Gravity Sewer Improvements Project (the "RFP") on which proposals will be received **no later than 2 PM, October 18, 2022**.

I. CHANGES

On Page 2, Section 3. Request for Proposals Procedures:

In A. Requests for Information **REPLACE "September 20, 2022"** with **"October 4, 2022"** (the **"Request for Information Deadline"**)

In C. Submittal Instructions **REPLACE "October 4, 2022"** with **"October 18, 2022"** (the **"PROPOSAL Deadline"**).

In D. Planned RFP Schedule **REPLACE** the existing table with the following table (Changes underlined.)

ACTIVITY	PLANNED DATES/TIME
RFP Issued	September 7, 2022
Pre-Submittal Meeting	N/A
Request for Information Deadline	<u>October 4, 2022, 4 PM</u>
PROPOSAL Deadline	<u>October 18, 2022, 2 PM</u>
Interviews (if requested by District)	<u>October 25, 2022</u>
Notice of Selection	<u>October 28, 2022</u>
Seek Board Approval and Award	<u>November 16, 2022, 5:30 PM</u>
Notice to Proceed	<u>December 6, 2022</u>
Final Plans, Specifications and Estimate	<u>August 15, 2023</u>

On Page 3, 4. Proposal Requirements:

REPLACE "PROPOSAL should not exceed 10 one-sided pages..." with
"PROPOSAL should not exceed 20 one-sided pages..."

II. QUESTIONS AND ANSWERS

Question 1: What format will the interview be?

Answer 1: Acting in its sole discretion, the District may elect to conduct interviews, either in person or remotely, with shortlisted Respondents. If held, each interview shall include a brief presentation of the project approach by the consultant followed by questions by the District and answers by the consultant.

Question 2: Are 11x17" pages allowed as part of the 10-page limit?

Answer 2: Submissions in 8 ½" by 11" paper-format are preferred, but 11" by 17" paper format is accepted. One 11" by 17" sheet is considered the same page count as two 8 ½" by 11" sheets except for the project schedule which is considered one page.

Question 3: Is the pavement rehabilitation design for the entire street or the trench portion only? If the entire street, does this mean the pavement for all the streets with sewer rehabilitation work will need to be rehabilitated?

Answer 3: The design services shall consider and recommend appropriate pavement-restoration limits based on the requirements of the agency with jurisdiction.

Question 4: For Commercial General Liability insurance, under Section 17.A, will the District permit Excess Insurance limits to comply with the \$2M required limits?

Answer 4: No.

Question 5: Is the correct Sample Contract attached to the RFP or is there a different Contract that is specific to a project?

Answer 5: A copy of the District's standard professional services agreement is included in **Attached A: Form of Agreement** and is titled "Consultant Master Services Agreement." By

submitting a proposal, the Respondent agrees to enter into an agreement using the attached form with no exceptions to the form of the Agreement.

Question 6: Should Respondents assume that no geotechnical investigation will be required?

Answer 6: No. The Design Services for the Project may or may not require geotechnical investigation based on factors discovered during development of the design.

*****END OF RFP ADDENDUM NO. 1*****