

STATE OF CONNECTICUT
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT DIVISION
450 Columbus Boulevard, Hartford, CT 06103

BID NO.: 19PSX0164
Bid Due Date: 6 September 2019
Date Addendum Issued: 30 August 2019

PLEASE NOTE:
This document has been marked as "Returnable". Electronic submittal of this document indicates that your company has read and accepted any modifications to the bid that are contained in this Addendum.

BID ADDENDUM #2

DESCRIPTION:

Professional Consulting and Inspection Services including Engineering, Architectural, Land Surveying and Diving Services for the Department of Energy and Environmental Protection.

FOR:

Department of Energy and Environmental Protection, All Using State Agencies, Political Subdivisions, and Not-for-Profit Organizations

BIDDERS NOTE:

The following questions were received by the due date.

- Q1. Is the 15% Microbusiness/Veteran Owned Business preference applicable to all the service categories or only *certain* categories?
- A1. *To be considered for the ten percent (10%) price preference, bidders must submit prior to the bid due date a copy of their Internal Revenue Service tax return form for the most recently completed fiscal year, confirming the amount of their gross revenues for that fiscal year. Failure to provide such tax return prior to the bid due date will deny bidder consideration for the ten per cent (10%) price preference. For bidders who have not yet filed their tax return for the most recently completed fiscal year, in lieu of a tax return, a letter from a Certified Public Accountant attesting to the bidder's gross estimated revenues for the most recently completed fiscal year will be accepted.***
- In determining the lowest responsible qualified bidder, a price preference of up to ten per cent (10%) may be given for the purchase of the goods or services from micro businesses, or up to fifteen per cent (15%) in the case of "veteran-owned" (as described below) micro businesses. Micro business means a business with gross revenues not exceeding three million dollars (\$3,000,000) in the most recently completed fiscal year.*
- Q2. Does the state expect to select multiple consultants for each category? If so how many do you anticipate selecting for each category?
- A2. *Yes, the Client Agency is seeking a group of qualified Contractors in multiple categories as outlined in this bid who are qualified to perform a wide range of these services.***

Q3. Section 4 of the Contract appears to indicate that no fee increase will be allowed for the entire contract period. Can you confirm this is correct? What if there is a contract extension?

A3. Please see below for revised language for Price Adjustments.

(c) **Price Adjustments:**

Prices for the Goods or Services listed in Exhibit B shall remain unchanged for twelve (12) months following the Effective Date of the Contract. The Contractor shall have the right to request a price adjustment only during the thirty (30) days immediately preceding the annual anniversary dates of the Effective Date of the Contract during the term of the Contract. During this thirty (30) day period, the Contractor may submit a request in writing to DAS for a price adjustment that is consistent with and relative to price changes originating with and compelled by manufacturer and/or market trends and which changes are outside of the Contractor's control. The Contractor must fully document its request, attaching to the request, without limitation, such manufacturer and market data, as support the requested adjustment. DAS may, in its sole discretion, approve or disapprove the requested adjustment, in whole or in part. Any approved adjustment shall be final and shall remain unchanged until the next annual anniversary date of the Effective Date of the Contract.

The Contractor shall submit all requests in accordance with Section #36. Notice. A request made to the Client Agency shall not be valid and the parties shall treat it as if the Contractor had not made the request at all. A request made to the Client Agency shall not be considered timely and shall not toll or extend the running of the thirty (30) days. The right of the Contractor to request a particular price adjustment shall lapse upon the expiration of the applicable thirty (30) days. If the Contractor fails to make a timely request, then the price shall remain unchanged from the previous year and shall continue through the next succeeding twelve (12) months and until the second annual anniversary of the Effective Date of the Contract, if approved, price adjustments shall become effective ten (10) days after the date of the approval. The Contractor shall honor any purchase orders issued prior to the effective date of the approval at the price in effect at the time of the issuance of the purchase order.

Q4. One of the Categories (page 6 of the ITB) is "Contract Administration, Construction Administration, and Construction Oversight". Can you explain what this category covers? Is this only to provide those services when the design has been performed by another party? I am trying to understand if we are selected for "Civil Engineering" could we perform construction administration services for a project we design under the "Civil Engineering" category.

A4. The Contract Administration, Construction Administration, and Construction Oversight category is intended strictly for those duties. If a vendor bids in the Civil Engineering category and would also be capable of performing the Contract Administration, Construction Administration, and Construction Oversight services then they should include both categories in their bid.

Q5. The bid for 19PSX0164 is for procurement of professional services, whereas the required contract language is more appropriate for procurement of products. We reviewed the contract language with our professional liability insurance carrier, who pointed out several concerns relating to indemnification, guarantees, and warranties, all of which have significant implications with respect to insurability. Does the DAS have a separate contract form that would be more appropriate for procurement of professional services? If not, would the DAS consider tailoring the existing contract language to better fit procurement of professional services?

A5. No, DAS does not have a separate contract. This is an Invitation to Bid (ITB) and no changes can be made to the Contract Document.

Q6. Can a cover letter be included as an attachment in order to identify and list the individual categories our firm is bidding on?

A6. Yes, a cover letter may be submitted in addition to all other required documents. Please refer to the Invitation to Bid (ITB) under Guide to Electronic Bid Submissions.

Q7. Is this RFP only for SBE and MBEs?

A7: It is the intention of the State to award a portion of this Contract to Connecticut Small and/or Minority Business Enterprises that are currently certified through Department of Administrative Services (DAS) Supplier Diversity Department. Further information about the Supplier Diversity Program can be found at the following link: <http://portal.ct.gov/DAS/Procurement/Supplier-Diversity/Apply-for-Small-Business-Enterprise-or-Minority-Business-Enterprise-Certification-SBE-or-MBE>

Q8. If not, are we required to include SBE or MBEs on our team?

A8: Please see answer #7.

Q9. To complete this ITB, is it only the price schedule and SOQ document that is required?

A9. Please refer to the Invitation to Bid (ITB) under Guide to Electronic Bid Submissions.

Q10. Do we have to fulfill every category in the scope of services to respond to this ITB?

A10. No, Bidders are not required to submit in all categories.