

Town of Mansfield, Connecticut Streetlight Maintenance Services

TO: Prospective Bid Proposers:

This Addendum forms part of the "Request for Proposal – Streetlight Maintenance Services" and modifies or clarifies the original "Request for Proposal – Streetlight Maintenance Services" for this project dated April 23, 2020. Prospective Bid Proposers shall acknowledge receipt of the addendum and submit with their bid. Failure to do so may subject the Bid Proposers to disqualification.

CHANGE IN BID COLLECTION:

Due to the current public health crisis, the bid collection details have changed. Bidders wishing to submit a proposal for this solicitation are requested to respond online through a secure E-Procurement portal. Responses can be submitted at the following link: mansfieldct.bonfirehub.com under the bid title "Streetlight Maintenance ". Bidders will be required to create a Bonfire profile before submitting their bid. Step-by-step instructions on how to register as a vendor are available at this website: [Vendor Registration](#). Due to the bid collection change to a secure online platform, multiple copies of your bid are no longer required. Please upload one (1) copy of all required bid documentation. Qualifications and proposals will be accepted until **Thursday April 23, 2020 at 2:00pm**. Proposals received after that time will not be considered.

The Town of Mansfield appreciates your patience as we work through this new process to ensure the safety of our bidders and our employees. Additional information related to the bid opening and the bid opening results will be provided at a later date. Thank you.

Questions:

The following are questions that have been received from potential bidders with the following answer provided in bold italics below:

Q1: Page 19, Required Street Light Maintenance Experience section, first paragraph requires that workers be "minimum Level II IMSA Certified". Why is this required? It isn't industry standard and could really increase the cost of the project for the Town. Would the Town consider other qualifications/experience as a substitute for this certification?

A1: The Town would consider companies demonstrating five (5) years of experience with municipalities and any responding electrician with two (2) years of experience.

Q2: Page 19, Required Street Light Maintenance Experience section, third paragraph: Please define "unacceptable or sub-standard".

A2: Unacceptable or sub-standard would include but is not limited to poor workmanship, incomplete product, and failure to complete work within prescribed time frame.

- Q3: Page 21, Routine Streetlight Maintenance section - bullets 1 and 5 - How are these relevant for an LED fixture system?
- A3: *These bullets are relevant as not all lights were retrofitted, as the first round of inventory was incomplete and did not include numerous non-LED fixtures.***
- Q4: Page 21, Routine Streetlight Maintenance section - third paragraph - Please confirm what the estimated quantities of each required inventory material are and whether or not the Town will pre-pay for these materials or if the selected Contractor is required to provide the capital outlay for these.
- A4: *The Town will have an inventory of LED lights and poles at the Public Works Garage. The Contractor is not required to provide the capital outlay for these.***
- Q5: Page 21, Emergency Repair Service section, second paragraph states: "Response to non-emergency calls shall be by 9:00am the next business day." This sentence seems to contradict the Non-Emergency section above that indicates the required response time is 5 working days from notification for non-emergency work. Please clarify.
- A5: *Replace that sentence in its entirety and insert the following: "Response to non-emergency knockdowns shall be by 9:00am the next business day." The Town will determine whether a knockdown call is an emergency or not.***
- Q6: Please confirm the Town does not require a public-facing call center and/or website for the public to provide outage reports.
- A6: *The Town does not require a public-facing call center or website for the public to provide outage reports.***
- Q7: How will the Town manage the logistics of its requirement to have the Public Works Director and/or designee sign the work order to indicate actual time in and out on a site when these sites will likely be remote and changing throughout the Town and also will be visited after an emergency and at times during off hours? If a Town representative is not available, does the Contractor not get paid for dispatching to the reported location?
- A7: *The Town will have a representative available.***
- Q8: Page 25 - Cost Sheet, Cost section #1 - Industry standard for a normal working day is 8 hours. The normal working hours listed here are 11 hours. Typically, contractors charge overtime rates for hours in excess of 8 hours/day. How are respondents to provide pricing for OT work?
- A8: *The pricing for overtime will be in excess of 8 hours per day however the 11 hours noted are considered Core Hours and not at an emergency rate or off hours rate.***
- Q9: Page 25 - Cost Sheet, Cost sections #2 and #3 - Please confirm that these sections are supposed to be priced for all types of work (Items 1-3) and not just for emergency on call work. Also, please clarify why the Town would request any work for Item #1 or #3 outside of normal working hours?
- A9: *The items to be priced are Item #1 – Routine Maintenance, Item #2 – Emergency Response, and Item #3 – Installation. The Town would like to have the rates for work for Item #1 and Item#3 outside of normal working hours in case there is a need for them.***

Q10: Page 26 - Cost Sheet, Cost section #4 - Please clarify what the requirements of traffic control for this project are. Also, how are respondents to price this if the work is done outside of standard hours?

A10: *Traffic control will be needed on high traffic volume roadways. The Town would expect standard traffic flagging controls. The majority of the work will be done during normal business hours. The Town shall provide traffic flagging services through their own subcontractor if needed during emergency streetlight services.*

Q11: Is there a required Bid Bond Form? If so, please provide.

A11: *No, there is no bid bond required.*

Q12: Page 28, Supervision section - Please clarify the definition of a Project Superintendent and can this requirement be met via a Subcontractor representative?

A12: *If a subcontractor is to be used, it shall be identified.*

Q13: Industry standard is that maintenance contractors are allowed a minimum number of hours per dispatch. Can the Town please allow bidders to include minimum hours in their bids?

A13: *The minimum number of hours per dispatch is four (4) hours.*

Q14: If a respondent plans to utilize a subcontractor, where in the bid should that be included?

A14: *The respondent shall make note of the subcontractor information on the bid form at the bottom of Page 26.*

Q15: Please define the dollar amounts of any liquidated damages associated with this project.

A15: *There are no liquidated damages associated with this project.*

Q16: Page 62, section 36 - Will the AIA form be required for this project?

A16: *A billing document that is mutually agreeable will be allowed.*

This addendum must be signed and returned with your Bid.

Authorized Signature of Bidder

Company Name

End of Addendum No. 1