

**TOWN OF COLCHESTER, CONNECTICUT
REQUEST FOR PROPOSALS 2023-006
CIVIL DESIGN SERVICES FOR NORTON PARK – PHASE 1**

ADDENDUM #1 – 11/29/23

Q1: Does the Town of Colchester have standard “front end” contract documents or will the selected firm be responsible for preparing these documents? If Colchester does not have a Town standard are AIA documents acceptable?

A1: The Town of Colchester does not have customized contract documents for construction projects, nor are we requesting that customized contract documents be prepared for the Town. Standard AIA documents are acceptable.

Q2: Does the Town desire assistance with the bidding process beyond providing copies and PDFs of plans and specifications such as running a pre-bid conference, attending bid opening, responding to bidder questions for addenda, etc.?

A2: It is expected that Town staff will perform these functions to the greatest extent feasible. Lump sum proposals should include allowance for up to two (2) rounds of plan revisions as may be required by staff or reviewing agencies.

Q3: Are the results of previously completed geotechnical evaluations available?

A3: Respondents are welcome to review any of the following documents that exist in the Town’s project file, though it is unlikely that these documents contain information on geotechnical evaluation(s) within the project area, as the project area was previously occupied by two single-family residences.

Phase I Environmental Site Assessment Report (164 pages) - September 2015
Phase II Environmental Site Investigation Report (197 pages) - December 2015
Pre-Demolition Hazardous Materials Survey Report (93 pages) - December 2015
Environmental Condition Assessment Form (14 pages) - May 2017
Water Supply Well Receptor Survey (7 pages) - May 2017
Spill Response Closure Report (10 pages) - July 2018
Tank Closure Report (73 pages) - July 2018
Asbestos Abatement Response Action Completion Report (411 pages) - January 2018
Completion of Investigation Report (970 pages) - March 2019
PBP for Cleanup and Disposal of PCB Remediation Waste (2,327 pages) - July 2019
Remedial Action Plan - RAP (2,369 pages) - August 2019

Q4: Are State or Federal funds anticipated to be used in either design or construction? If State or Federal funds are expected, will the Town be responsible for preparing and submitting required permits not mentioned in the RFP?

A4: It is anticipated that funding for the civil design services that are the subject of this RFP will not be from State or Federal sources. Construction will likely utilize American Rescue Plan Act (ARPA) funds that have been earmarked for this purpose. Respondents should not include time or materials for permitting

in their responses to this RFP. If the Town requires assistance with any permitting activities, such additional services may be contracted for on an as-needed basis.

Q5: Are any improvements to Paper Mill Road anticipated to be included in the project?

A5: No, improvements to Paper Mill Road are not anticipated for Phase 1.

Q6: Are the preparation of property descriptions for merger deeds or reciprocal easements required for the improvements on the two subject properties?

A6: No.

Q7: Are landscaping plans by a licensed landscape architect desired or required?

A7: If the Norton Park Committee chooses to involve a Landscape Architect (LA) in formulating design elements of the Park, coordination with the LA will be required in preparation of the Site Development Plan, but the cost of professional LA services should not be included in responses to this RFP.

Q8: Is an opinion of probable construction cost desired?

A8: No, it is expected that the Town Engineer will perform this function.

Q9: Are revisions required by regulatory agencies or in response to prospective bidder questions intended to be included in the lump sum fee?

A9: Lump sum proposals should include allowance for up to two (2) rounds of plan revisions as may be required by staff or reviewing agency comments. It is expected that Town staff will respond to prospective bidder questions to the greatest extent feasible but will expect the design PE to answer questions from Town staff as may be necessary. Any and all revisions to the plans or specifications required to correct bona fide deficiencies, errors or omissions identified by prospective bidders will be the responsibility of the design PE with no additional expense to the Town.

Q10: Will the scope of services include construction administration (submittals, rfi's, site meetings/ field reports, punch lists), or will this be handled by the Town Engineer?

A10: It is expected that Construction Administration will be provided by the Town Engineer, and supplemented by the design PE on an as-needed basis. Per the language of the RFP: "The CT Licensed Professional Engineer (PE) may be offered additional work, subsequent to award of a construction contract, to assist the Norton Park Committee and/or Town Staff with contractor oversight during construction of Norton Park – Phase 1."

Any additional questions respondents may have shall be submitted in writing to the Planning Director at dsorrentino@colchesterct.gov by the close of business on Thursday 12/14/23. Any RFP Addenda resulting from respondent inquiries will be posted to the Town of Colchester website RFP/RFQ page at the following web address: <https://www.colchesterct.gov/doing-business-colchester/pages/rfp-rfq>.