

ADDENDUM NO. 1

CITY OF ROCHESTER, NEW HAMPSHIRE

PROFESSIONAL ENGINEERING SERVICES FOR INFRASTRUCTURE CAPITAL IMPROVEMENTS RFQ NO. 14-35

This Addendum amends and/or supplements the Request for Qualifications (RFQ) No. 14-35 for Professional Engineering Services For Infrastructure Capital Improvements.

Respondents shall acknowledge receipt of this addendum by writing the words “Addendum No. 1” at the bottom of page 1 of the Statement of Qualifications Form included in Appendix A.

REQUEST FOR QUALIFICATIONS

1. Cover Page - RESPONSES DUE

Change the Responses Due date and time from “April 10, 2014, no later than 2:15 PM” to “April 17, 2014, no later than 2:30 PM”.

2. Page 4, Section 1.3 - Submission Information, 1st Paragraph

Replace the sentence “All submissions must be received by the Purchasing Agent at City Hall, 31 Wakefield Street, Rochester, NH 03867 no later than **2:15 PM, Thursday, April 10, 2014.**” with the following:

“All submissions must be received by the Purchasing Agent at City Hall, 31 Wakefield Street, Rochester, NH 03867 no later than **2:30 PM, Thursday, April 17, 2014.** Statements of Qualifications will be opened at 2:45 PM, Thursday, April 17, 2014. Price Proposals will not be opened until after identification of a list of finalists is established.”

QUESTIONS/COMMENTS AND ANSWERS

Respondents are advised to read the following answers to questions and comments raised regarding this RFQ prior to submitting qualifications.

1. Question: What software (and versions) are used for the following hydraulic models:

- a. Water distribution system
- b. Sewer collection system
- c. Stormwater system

Answer: A WaterGEMS V8i model of the City’s water distribution system is currently used. City staff does not currently maintain a complete hydraulic model of its sewer collection or stormwater system.

2. Question: Are there any recent infrastructure evaluation reports that could be made available (or viewed) for the following:

- a. Sewer system (collection system and pumps)
- b. I/I reports
- c. Water system reports (supply, distribution and storage)
- d. Roads and drainage

Answer: Rochester DPW does not intend to make available any infrastructure evaluation reports as part of this RFQ process.

3. Question: Can you please provide information as to the status of the City's 2003 Stormwater Implementation Plan, specifically the mapping of the stormsewer system and outfall identification, and the Illicit Discharge Detection and Elimination efforts?

Answer: The City continues to implement its 2003 plan. Outfalls have been identified and mapped, although more effort is needed to complete GIS mapping of the entire stormwater system. Illicit discharge detection and elimination efforts are currently handled by DPW staff. Consultant services acquired under this RFQ will be expected to have an instrumental role in ensuring the City's immediate and long-term regulatory compliance in this area.

4. Question: Page 6 includes the following statement.

The responding engineering firm must also demonstrate staff and corporate knowledge and experience with environmental permitting, including wetlands and site remediation experience. (If a subcontractor or subconsultant performs environmental permitting for wetlands and site remediation, please provide the name of the firm and their qualifications.)

Can you provide clarification on the site remediation experience that you are requesting? Details are not provided for the site remediation work that is expected under this contract. This qualification component could easily represent its own discipline. Do you anticipate that level of detail?

Answer: There is some anticipated site remediation work. The City has a desire to remediate the former Advanced Recycling Property at 10-16 Wallace Street for potential municipal use. Prospective firms should be knowledgeable and experienced with available funding mechanisms (e.g. State or Federal grants or loans) and be able to guide the City through all technical and financial processes to ensure project success.

5. Question: For each of the specific projects, is the submission to just include an approach? In other words, a proposed fee is not to be provided. We do understand that rates need to be provided as identified in Appendix B.

Answer: Although the word "proposal" is used in Section 2.4 Representative Projects, the intent of the RFQ is that only an approach to the applicable project(s) be submitted, not a cost proposal or proposed fee for the project.

6. Question: We understand the request noted that no additional information was to be provided for each of the specific projects. However, is it possible to be able to view some documents in advance? The purpose is to better focus our approach and ideas.

- a. Project #1 - Strafford Square Roundabout
 - i. Can the RTE drawings and design report be made available (or viewed)?
- b. Project #2 - Groundwater Development
 - i. Did the City complete a water system audit to assess "non-revenue water"? If so, can a copy be made available (or viewed).
 - ii. Was a conservation plan put together when the wells were permitted in 2008? If so, can a copy be made available (or viewed).
 - iii. What is the capacity of the Cocheco Well Treatment Plant? Does it treat water from both wells or just RCH-1C?
 - iv. Can the following documents also be made available:
 - 1. Production and consumption data for the last 2-3 years (or viewed)?
 - 2. The April 4, 2008 Large Groundwater Withdrawal Permit (or viewed)?
- c. Project #3 - Colonial Pines Area Sewer Extension
 - i. Are there any preliminary or conceptual drawings available for this area as well as concept plans for the relief pumping station? Can they be viewed?
 - ii. Is the project identified in the CIP? If so, has a budget been established?
 - iii. Are there other capital projects needed in the area such as water, roads, or drainage?

Answer: (a) Rochester DPW does not intend to make available all of RTE's design information as part of this RFQ process; however, attached to this Addendum are two figures which show RTE's Conceptual Roundabout Layout. (b) Water System Audits have been conducted and the City does have a Water Conservation Plan; however, Rochester DPW does not intend to make these available as part of this RFQ process. Currently, the Cocheco Well Treatment Plant only produces treated water from well RCH-1C; however the building was designed to have the future capacity for production from both wells. Rochester DPW does not intend to make available production or consumption data as part of this RFQ. The Large Groundwater Withdrawal Permit is publicly available through the NHDES website. (c) No preliminary or conceptual plans have been created for this area yet. Funds for evaluation and design have been proposed for the FY15 CIP budget. Drainage work has been recently completed in this area and water infrastructure currently exists in this area.

7. Question: Regarding the Stafford Square Roundabout Representative Project, the City has RTE on-board for design, does this mean they will be stamping the final plans with their NH PE stamp? The other scenario would be we work with a Roundabout Designer we have worked with in the past and take full responsibility for the design (stamping with a NH PE)?

Answer: RTE will be the sub of the selected firm. The selected firm would provide the stamp. Though a sub, RTE will develop the design and have final technical authority for the project. However, the selected firm will be expected to communicate their professional opinions, advice, and guidance throughout the project. Prospective firms must be willing to adhere to this non-negotiable condition.

8. Question: Can we view and/or obtain the design plans from 2010 and RTE before the submission of qualifications and pricing?

Answer: The proposed 2010 design plans will not be provided as part of this RFQ process. As far as the RTE design, please refer to the answer to Question 6a. Again, please note that no price proposals

should be submitted for specific projects, only the price proposal form included in Appendix B, which should be sealed in a separate envelope.

9. Question: What roundabout analysis software was used by the 2010 and RTE teams? Can the analysis files be provided in hard copy or electronically before submission of qualifications and pricing?

Answer: No hardcopy or electronic roundabout analysis software will be provided as part of this RFQ process. Again, please note that no price proposals should be submitted for specific projects, only the price proposal form included in Appendix B, which should be sealed in a separate envelope.

10. Question: If RODEL software was used by the RTE design, will the City require additional roundabout analyses be conducted?

Answer: No additional roundabout analyses are anticipated for this specific project by the selected firm, as this has been and/or will be provided by RTE.

11. Question: Did the RTE design include vertical geometry?

Answer: Some vertical design guidance has been provided by RTE in the current design; however, most vertical design has not and will need to be developed by the selected firm and coordinated with RTE.

12. Question: Will RTE's electronic design files be provided? In what format are they?

Answer: RTE has provided PDF and AutoCAD files to the City. Electronic design files, beyond those attached to this RFQ, will be provided to the selected engineering firm once a contractual relationship has been established with RTE.

13. Question: Will RTE be involved in the final design/bid documents efforts?

Answer: Refer to the answer to Question 7. RTE will have overall technical authority; however, efforts to complete bid documents will be the responsibility of the selected engineering firm.

14. Question: Are there any Rights Of Way impacts?

Answer: It is probable that the final design will have right-of-way impacts. The selected engineering firm should be prepared to assist in such activities.

15. Question: Has a drainage study been conducted to demonstrate the adequacy of the existing and proposed drainage structures?

Answer: McFarland-Johnson, Inc. completed a drainage study of the North Main Street/River Street Area in 2005; however, recommendations include further field survey, field verification, and study.

16. Question: Is there any public outreach required?

Answer: As with any City project, the selected engineer should be prepared to assist the City in public outreach efforts.

17. Question: Have any of the to be relocated utility custodians been contacted regarding the proposed design and construction schedule?

Answer: No, but timely overall design development and coordination with utilities is incumbent upon the selected firm.

18. Question: Will overhead utilities be moved underground?

Answer: Conceptually, yes, it is anticipated that overhead utilities would be moved underground; however, several factors will influence the actual scope of this work, including, but not limited to, cost.

19. Question: Are there pedestrian counts available?

Answer: Not for the area of the Strafford Square Roundabout.

20. Question: Will the City consider a one lane roundabout to match existing single lane approaches and have a two lane option for future traffic demands?

Answer: The City plans to move forward with the two-lane roundabout design that has been provided by RTE.

21. Question: Are bike lanes a necessity for roundabout design? Currently, cyclists use sidewalks.

Answer: No, given the constraints of the project area, bicycle lanes have not been included in the roadway. Accommodations have been made by widening sidewalks where possible.

22. Question: What are the limits of the intersection work for the scope of the project?

Answer: The project limits for the Strafford Square Roundabout are the following approximate distances from the center of the existing intersection: 400' NW on N. Main St., 260' E on N. Main St., 500' SW on Washington St., and 300' W on Walnut St.

23. Question: Does this intersection incorporate improvements to conflicts and concerns at the Jackson Street/North Main Street intersection?

Answer: Given the project limits stated above, the Jackson Street/North Main Street intersection is included with the project area of the Strafford Square Roundabout. Improvements to conflicts and concerns associated with this intersection should be included in the final design.

24. Question: Can the 2007 traffic study be made available?

Answer: Rochester DPW does not intend to make available any traffic studies as part of this RFQ process.

25. Question: The DES Large Groundwater Withdrawal Permit issued in 2008 allows withdrawal of 864,000 gallons over any 24-hour period from each of two existing production wells, RCH-1C and RCH-

2A1. The scope of the Groundwater Development representative project stated in the RFQ includes “initiating further groundwater development as allowed under the NHDES permit.” Does the intended scope include developing and permitting additional wells besides RCH-1C and RCH-2A1?

Answer: The City desires to maximize groundwater production from existing well sites, as well as the exploration of additional well sites.

26. Comment: If the City plans to use SRF funds, the Engineering firms need to be listed on the DES roster of approved firms. The requirement should be noted in the RFQ.

Answer: Although the RFQ does not include a requirement for Consulting Engineers to be Prequalified by NHDES, it may be considered during the selection process.

27. Comment: On the SRF side, the selection must be quals based. I’m not sure you are allowed to ask for rates. I know you cannot ask for a true price proposal.

Answer: The selection process described in the RFQ is intended to be a qualifications-based selection process. No price proposal for a specific scope of work should be submitted. The Price Proposal Form included in Appendix B, which is to be submitted in a separately sealed envelope, will not be opened during the selection process. As stated in Section 3.2, “Once a short list of firms is selected, this Price Proposal submission shall serve as the basis of final negotiations with those firms. Price Proposals of those firms not selected shall be returned to the responding firm unopened.”

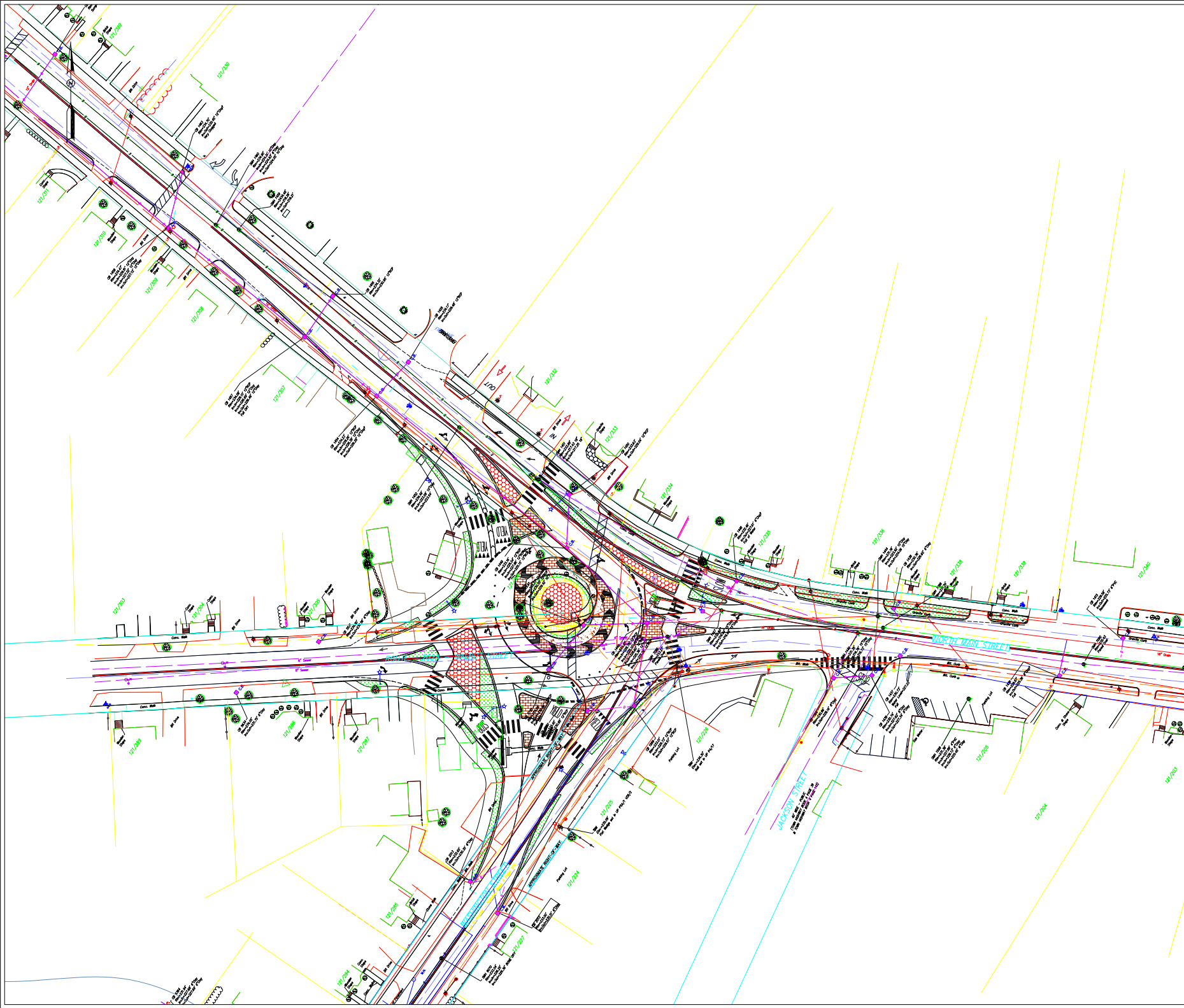
28. Question: Regarding the selection process, will firms be ranked equally based on the selection criteria that represent individual disciplines (ie stormwater engineering) versus a firm that includes multiple disciplines (ie., wastewater, stormwater, bridges and roads)? If firms with multiple disciplines will be given greater consideration, what is the selection criteria for that?

Answer: Firms submitting for only one engineering discipline will not be given greater nor lesser consideration than firms submitting for multiple engineering disciplines. Rochester DPW intends to select engineering firms that will meet the City’s needs in each of the engineering disciplines listed, whether those firms provide expertise in one discipline or more than one. As stated in Section 1.1, “Rochester DPW intends to select not less than two consultants.”

ATTACHMENTS

Figure 1 - RTE Conceptual Roundabout Layout - December 2013

Figure 2 - RTE Conceptual Roundabout Layout - December 2013



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Project Owner/Client:
CITY OF ROCHESTER
In association with:
CITY STAFF

Project Exhibit:
ROUNDABOUT DOCUMENTATION
WASHINGTON ST / N. MAIN ST
ROCHESTER, NEW HAMPSHIRE
CONCEPTUAL ROUNDABOUT LAYOUT

SCALE:	Not To Scale	PURPOSE:	Discussion Only (Not For Construction)
DATE:	DECEMBER 2013	FIGURE:	1



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SCALE: Not To Scale	PURPOSE: Discussion Only (Not For Construction)
DATE: DECEMBER 2013	FIGURE: 2