

Town of Simsbury

66 TOWN FOREST ROAD, P.O. BOX 495, SIMSBURY, CONNECTICUT 06070
Phone (860) 658-3222 Fax (860) 408-5416 E-mail troy@simsbury-ct.gov

~ Thomas J. Roy, P.E. – Director of Public Works ~

ADDENDUM No. 1

TOWN OF SIMSBURY Request for Qualifications

FOR

Bike and Pedestrian Master Plan

The information provided in this Addendum is intended to supplement and clarify the existing information in the RFQ and is not to replace any part of the specification unless clearly indicated as such.

Below are responses to questions we received to date. Responses are in bold.

Question: Could you please clarify the distinction between what is to be included in responses to this request for qualifications and the request for proposals as mentioned on page 5 of the request for qualifications? That is, should responses to the request for qualifications due on February 16th, 2017 include all the items A-G as listed under submittal requirements in the Request for Qualifications, or are some of these items not needed until the request for proposals phase?

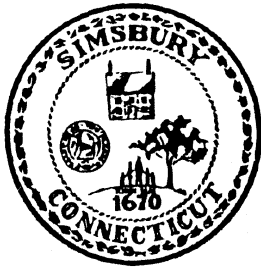
Response: **All of the items in the RFQ are required for submission. The Town may, if necessary, issue a follow up RFP to selected firms.**

Question: May we submit an electronic version of our response on a CD in place of a flash drive?

Response: **Yes. A CD can serve as an alternative to a flash drive.**

Question: The RFQ requires a project schedule. Does the Town have requirements for completion of the project within a certain time frame?

Response: **The Town of Simsbury has no specific time frame. However, we are looking for selected firms to move expeditiously. Please provide a schedule suitable for your firm.**



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Question: Consultant can prepare a project schedule that characterizes the project time span in weeks/months without referencing the current calendar. Is this preferable?

Response: **Please assume a Notice to Proceed of March 15th.**

Question: Is funding contingent upon completion in a certain time frame?

Response: **No.**

Question: Could you please clarify the level of detail expected for the Scope of Services within this RFQ submittal, compared to the next phase of the selection process?

Response: **The Scope of Services should be as detailed as possible explaining how the consultant plans to complete the assignment. The Town of Simsbury may request a revised scope from a selected firm or firms.**

END