



**ON-CALL GENERAL ENGINEERING SERVICES
REQUEST FOR QUALIFICATIONS (RFQ 2019-018)
SALEM, NH**

ADDENDUM No. 2

May 23, 2019

This Addendum forms part of and modifies the Request for Qualifications (RFQ) for On-Call General Engineering Services for the Town of Salem. The items set forth herein, whether of omission, addition, substitution or clarification, are all to be included in and shall form part of the proposed work and Proposals submitted to the Town of Salem, New Hampshire. No changes are being made to the RFQ submittal deadline as a part of this Addendum.

CLARIFICATIONS AND CHANGES

Bidders are advised of the following clarifications and changes generated by questions regarding the published RFQ. Answers are provided in **BOLD** print under each question:

1. Does Salem have a preference (or requirement) for firms who have previously completed work in the Town?

No, the Town does not have a preferred list of consultants nor is there a requirement for prior work in Town. Prior knowledge of the Town's infrastructure is a plus and it is graded accordingly. However; prior work experience is only one of 10 grading categories when the LOI's are assessed by the review panel.

2. For the Administration service discipline (RFQ/RFP document preparation), is the Town seeking assistance preparing design RFQs/RFPs or is the Town seeking a firm to assist with bid package documents in which would be soliciting prices from contractors for construction projects?

Yes to both questions. The Consultant should have expertise in both aspects of document development. Generally, bid packages are part of design services for a given project but that is not always the case. The Town also creates and publishes RFQ/RFP documents for upcoming projects which require knowledge and experience outside of the staff's background. The Town recently sought assistance in development of an RFP for the retired Sewer Treatment Plant. In a second example the Town will be seeking assistance in development of a RFQ for a corridor study.

****END OF ADDENDUM NO. 2****

