



**PURCHASING DIVISION
ROOM 210 CITY HALL
142 EAST MAIN STREET
MERIDEN, CONNECTICUT 06450-8022**

**RAWLE DUMMETT
PURCHASING OFFICER**

PHONE 203-630-4115

**NOTICE TO BIDDERS
ADDENDUM #004**

**TO THE BID FOR: RFQ024-40 Architectural Engineering and Design Services for Meriden Senior Center
FOR: City of Meriden**

BID DUE DATE: April 17, 2024 at 11:00 AM

Please acknowledge receipt of all addenda on the Bid Form Page(s).

Question; Section 4 – Information to bidders titled “Examination of Bidding Documents” seems to imply that drawings and specifications are complete. Was this intended to be part of this Design Request for Qualifications?

Answer: *Drawings and specifications are not complete. That language was included inadvertently. Please disregard.*

Question: Section 3 – The “Bidder Qualification Statement” seem to refer to a construction contract. Do we complete this form?

Answer: *The contract in the solicitation is just a sample. The winning bidder will receive a professional services contract for execution.*

Question: Section 10 – “Summary and Schedule of Work.” This seems to be a two-part process, First qualifications and then price proposals. Will we be given additional information to develop price proposals if we are selected for interviews? Or just an interview sequence. Also, four years seems to be a long time for construction unless funding for construction has not been secured. Will there be a lag time between design and construction due to funding requests?

Answer: *Bidders will be interviewed. The bidders selected for the proposal phase shall be given additional information to develop their proposals. The timeline to completion of the project is an estimate which depends upon the completion of design and bidding. There is a design phase, bidding phase, award, and construction, all of which are lengthy.*

Question: Addenda 1-3 released by the City refer to a "Bid Form Page" to acknowledge receipt of addenda. This form is not included in bid documents. Please advise where to acknowledge receipt of addenda.

Answer: *See Attached.*

Question: Is it acceptable to the City to provide resumes and projects in SF330 form only, in lieu of including traditional resumes/project sheets with their SF330 version counterparts?

Answer: *The City will accept resumes on the SF330 form.*

Rawle Dummett
Purchasing Officer
City of Meriden
April 2, 2024

Addenda Acknowledgement
RFQ024-40
Architectural Engineering and Design Services for Meriden Senior Center

Date of Opening: April 17, 2024

At 11:00 a.m.

To: Rawle Dummett
Purchasing Officer
142 East Main Street, Room 210
Meriden, CT 06450

The undersigned _____, doing business in the City/Town of _____, in the State of _____, herewith, after reading thoroughly the Specifications and other Bid documents (including if any addendum or addenda) acknowledge receipt of the following addenda;

Receipt of Addenda is acknowledged:

No: _____ Dated: _____

No: _____ Dated: _____

No: _____ Dated: _____

No: _____ Dated: _____

No: _____ Dated: _____

NAME OF BIDDER _____

ADDRESS _____

BY: _____
Print or type name Title

SIGNATURE _____ DATE _____

TELEPHONE _____ E-Mail _____

PLEASE NOTE: All spaces must be filled in with figures or words or your bid may be automatically rejected.