

Town of Branford
Athletic Facilities Strategic Plan
Addendum #1

Date: May 6, 2022

Submission Date: May 12, 2022 3:00 PM (unchanged)

Prospective bidders, and all those concerned, are hereby informed that the following is made a part of the bid documents, which should be amended as follows:

1. Under the RFQ submission requirements, section number 2 please elaborate/clarify as to exactly what you are looking for in “Provide a general statement of qualifications that responds to the project information above”? **Firms shall provide a statement of qualifications which describes the firms’ ability to carry out the tasks and project requirements.**
2. Under the RFQ submission requirements, section number 4 in the first bullet can the exceptional features designed included both the firm and design team (sub consultants and individual team members)? **Exceptional features can be included by both the firm and design team; however, the firm/design team directly responsible for those features should be clearly stated.**
3. Whether companies from Outside USA can apply for this? (like, from India or Canada) **Companies outside the U.S. are permitted to submit proposals; however, qualified firms are advised that the nature of the work may require frequent visits to multiple properties under study, and in-person public outreach meetings are a requirement of the plan. Meetings with the Fields Assessment and Needs Committee will likely be scheduled within 24-48 hours of when they need to take place to fulfill business objectives. Remote presence at these visits may not be acceptable.**
4. Whether we need to come over there for meetings? **Frequent in-person meetings may be required depending on the needs of the Fields Assessment and Needs Committee.**
5. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada) **Site visits, in-person stakeholder meetings, and in-person public meetings cannot be performed outside of the USA.**

6. Can we submit the proposals via email? **Four (4) Hard copies and one (1) digital proposal must be mailed or hand delivered, per the instructions within the RFQ. Emailed submissions will not be accepted.**

Respectfully submitted,

John M. Hoeffler
Town Engineer

Please acknowledge receipt of addendum below and submit with your bid submittal.

Signature: _____ **Date:** _____

Title: _____

Company: _____