

ADDENDUM NO. ONE
REQUEST FOR PROPOSALS
ON-CALL ENVIRONMENTAL SERVICES
PROJECT NO. 416-23
CITY OF THORNTON, CO

TO: Prospective Proposing Firms and all others concerned

DATE: October 19, 2023

PURPOSE: To provide additional information and clarification to the solicitation documents for the above-referenced Project.

1. The following questions and answers are provided for additional clarification to the RFP.

Question 1: "If firms can pursue an on-call contract with the City for some of the 19 specialty areas/services listed in the Scope of Services on pages 36-38 of the RFP. Does the City give preference to firms that propose with a full team (including subconsultants) that can provide services in all 19 of the specialty areas discussed?"

Answer 1: Firms can propose for all or part of the Services identified and will be evaluated based on the Evaluation Criteria outlined in the RFP;

Question 2: "The RFP mentions that to be minimally qualified proposing firms must have a minimum of one proven key staff member for each specialty area. If, for example, the proposing/prime firm is utilizing a subconsultant to perform one of the specialty services described in the Scope, would the proposing firm/prime need to have a minimum of one in-house proven key staff member for each of the specialty areas being pursued by the team? Or can qualifications be included for key staff from the subconsultant firm to satisfy the City's minimum qualification requirement for each of the specialty areas? "

Answer 2: As a minimum, firms must provide one (1) staff member with the required education, professional designation, and professional licenses required for the consulting Services to be performed. If subconsultants are performing specialties not able to be performed by proposing firm, then subconsultants key staff should be identified;

Question 3: “ Understanding that this is an on-call contract and that total contract value may be a number that fluctuates from year to year depending on the needs of the City, what has been the total average annual value of this contract over the most recent contract period?”

Answer 3: The City of Thornton does not have this information available at this time. Nothing within RFP guarantees any minimum amount of Services to any Service Provider.

2. All other terms and conditions shall remain unchanged except as provided by this Addendum. Proposing firms must acknowledge receipt of this Addendum in their Proposal.

END OF ADDENDUM NO. ONE

DocuSigned by: <i>Dennis Laurita</i> A460F4EFA8C24E5...	10/20/2023
Dennis Laurita Contracts Supervisor	Date