

City of Torrington

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Addendum #1

Bogue Road Bridge – A Design-Build Project
Project Number: BRB 027-040717
March 29, 2017

The following are clarifications to questions received on Bogue Road Bridge Request for Qualifications:

1. Remove the words “related budget costs” in the third paragraph of the RFQ where it states “Respondents are requested to submit their qualifications, which should include product literature, company background information, references, **related budget costs**, and other pertinent data.” Related budget costs directly associated with the proposed Bogue Road project are not required for this Request for Qualifications. Also, in reference to the same sentence “product literature” and “other pertinent data”, the Design-Build teams should submit information related to past bridge design/construction projects they have completed. Information should include specific information on similar design-build work if applicable. Specifics should include timeliness of the completion of these projects (schedule from start to opening) and their associated overall costs. Submittals should include resumes of key personnel.
2. The RFQ shall be summarized in specific sections as follows:
 - a. Experience on similar transportation/bridge projects.
 - b. Experience with other Design-Build Projects.
 - c. Staff qualifications/resumes and organization chart.
 - d. References: the Design-Build Team respondents shall ensure that the references provided are available and have the authority to discuss information related to the performance, quality and nature of the work they provided.
 - e. Proof of capacity to bond the project.
 - f. Notarized affidavit stating that the information provided is accurate, true and not ambiguous nor misleading in any way.
 - g. Other information requested in the RFQ including the Contractor’s Qualification Statement CQS-1 found in the Project Manual.
3. The Design-Build Team respondents shall submit a digital, bookmarked, and searchable copy in addition to the hard copies.
4. Replace Page GC-30 with the attached page GC-30 (noted as Addendum #1 in header).
5. Add RFQ and RFP scoresheets for information only (noted as Addendum #1 in header).

End of Addendum

Addendum #1

103.2.2.3 Scoresheets. The Scoresheets identify the criteria items, factors that will be considered in the scoring of each Proposal. The factors to be scored and allocation of total points by factor is as follows:

See “Bogue Road Bridge-- Design-Build Request for Proposal Scoresheet”
(Addendum #1 attachment)

The above scoring information provides Proposers with guidance regarding the relative importance of each factor in the City of Torrington’s evaluation of Proposals. To receive a higher number of points the Technical Proposal shall contain pertinent information regarding all factors in a manner that is easily understood and exceptional relative to the item.

103.2.2.4 Scoring Procedure. The entire scoring procedure, including Scoring Committee meetings, scoring materials, and member identities, will be strictly confidential until after the award of the contract. The Technical Proposal Scoring Committee members will be required to certify on their scoresheets that they have no conflicts of interest and that they will strictly adhere to the procedure herein described.

The Scoring Committee will meet first to receive an overview of the process, scoresheets, and Technical Proposal materials pertaining to their scoring assignments. A subsequent meeting(s) will serve as a forum to discuss the strengths and weaknesses of each Technical Proposal relative to the project requirements and scoresheet factors. After thorough discussion, each Scorer will privately complete their draft Scoresheet and turn it in to the Scoring Administrator. The Scoring Administrator will then compile a summary of initial scores and provide the results to the Scoring Committee. The summary will not identify which Scorer provided which scores. The Scorers will then discuss the factors and initial scores in an attempt to achieve a greater degree of consensus. The Scorers will privately complete their final Scoresheet and turn it in to the Scoring Administrator. A Scorer may or may not change their score from the first round. The Scoring Administrator may conduct additional iterations of this process if more discussion appears desirable.

The Scoring Administrator will calculate the average score from the Scoring Committee’s final scoresheets for each Proposer and that result will be the Proposer’s Technical Proposal’s final score.

103.2.2.5 Requests for Clarification, Oral Presentations, and Discussions. The Scoring Committee may issue one or more requests for clarification to the individual Proposers. The Scoring Committee may also schedule oral presentations and/or discussion meetings with all Proposers on a one-on-one basis for the purpose of enhancing the Scoring Committee’s understanding of the Technical Proposals and obtaining clarifications of the terms contained in the Technical Proposals. The Scoring Committee may at any time request additional information or clarification from the Proposer or may request the Proposer to verify or certify certain aspects of its Technical Proposal. The scope, length, and topics to be addressed shall be prescribed by, and subject to the discretion of, the Scoring Committee. At the conclusion of this process, Proposers shall be required to submit written confirmation of any new information and clarifications provided during an oral presentation. If required, oral presentations shall be scheduled at a later date. Upon receipt of requested clarifications and additional information as described above, if any, the Technical Proposals will be re-evaluated to factor in the clarifications and additional information.

103.3 Price Proposal Review.

103.3.1 Price Proposal Responsiveness.

103.3.1.1 Non-Curable Price Proposal Defects. The City of Torrington will reject Price Proposals as non-responsive for any of the following reasons:

Bogue Road Bridge- Design-Build Request For Qualification Scoresheet

Date _____

	Design-Build Team	Experience with Similar Transportation Projects	Staff Qualifications and Capability to Perform Work	Experience Working with Similar Design-Build Projects	Presentation and Completeness of RFQ	Totals	COMMENTS
	Maximum Points:	40	30	20	10	100	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

Bogue Road Bridge- Design-Build Request For Proposal Scoresheet

Date _____

	Design-Build Team	Experience with Similar Transportation Projects	Staff Qualifications and Capability to Perform Work	Experience Working with Similar Design-Build Projects	Record on Ability to Control Schedule/Costs	Approach to Project	Interview Presentation and Completeness of RFP	Totals	COMMENTS
	Maximum Points:	15	15	15	15	25	15	100	
1									
2									
3									
4									

I certify that I have no conflict of interest with the selected proposers.

Printed Name

Signature

Date