



CITY OF STAMFORD
OFFICE OF ADMINISTRATION
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ADDENDUM NO. 1
(January 27, 2022)
Request for Proposals No. 853
Street Light Maintenance and Administration

Addendum No. 1 is being issued to all potential respondents to provide the items and attachments set forth herein which shall act to qualify, clarify, or otherwise modify the RFP Documents previously issued regarding the above referenced project. These items, whether of omission, addition, substitution, or clarification, shall be incorporated into the proposals submitted by all bidders, and receipt of this document and its attachments should be acknowledged in the space provided on the RESPONDENT'S INFORMATION AND ACKNOWLEDGEMENT FORM. Failure to do so may subject the Bidder to disqualification.

The items and references:

Q: Page 1 of the RFP indicates that bidders are to submit responses via: Online via ProcureWare at <https://stamfordct.procureware.com>. However, the Proposal Instructions on Page 33 of the RFP state: "One original and five (5) copies, along with two (2) electronic versions, of the proposal must be submitted. The name of the vendor must appear on the outside front cover of each copy of the proposal." Can the City please confirm whether the one original and five copies, along with the two electronic versions, are still required in addition to the electronic submission on the City's ProcureWare site? If so, please confirm the address and contact of where these additional copies should be mailed.

A: You are only required to submit responses via: Online via ProcureWare at <https://stamfordct.procureware.com>

Q: Has the City converted any of its 9,600 lights to LED? The RFP mentions only "non-LED" in the scope of work.

A: Yes, approximately 4,280 of the lights have been converted to LED.

Q: Has the City previously outsourced the streetlight maintenance work? If so, to which firm(s). If not, why is it shifting to an outsourced model now?

A: Yes, Nxegen for several years and then Shock Electric for several years.

Q: Page 2 of the RFP lists documents required to be returned with the RFP response – the third item is listed as: "City of Stamford State of Connecticut Contractor Verification Compliance Affidavit (For all school projects)". Please confirm that this item is not required because, given that the scope does not involve schools, it is not relevant to this project.

A: This item is not required.

Q: Page 4 of the RFP, under Prime Contractor Responsibility states: "All corporate information required in this RFP must be included for each proposed partner or sub-contractor." Please define what "all corporate information" means. Also, which of the required forms need to be provided for subs as well?

A: Provide a Contractor's Statement for each proposed subcontractor.

Q: Page 7, section 2 – Non-Discrimination - Please define the requirements of "good faith efforts to employ minority business enterprises as subcontractors and supplies of materials..."

A: Obtain quotes/proposals from qualified suppliers as appropriate.

Q: Page 7 outlines a list of factors that will be considered when reviewing proposals. Sub-bullet (e) states: "A promise to set aside a portion of the contract for legitimate minority business enterprise". Is there a specific portion or range of a portion of the contract to be set aside that will be deemed favorable?

A: No

Q: Are bidders to include the certificate of insurance required with their bids or only upon contract execution?

A: Upon receipt of a conditional award.

Q: Page 30, Scope of Services, Section 1 states: "The contractor will be responsible for interfacing with the City of Stamford Citizens Service Center..." Please clarify if this can be done remotely. Also, this section indicates that there will be 12 hours per week of administrative coordination to manage (1) 8-hour day of repairs per week. Can this administrative coordination be handled remotely? Further, can the City please describe the average number of outages and/or repairs its experiences per month?

A: Interface with Citizens Service can be done remotely. Administrative coordination can also be handled remotely. Annually we average 1000 repairs, the average per month varies with time of year due to daylight savings and weather.

Q: Page 30, Scope of Services, third paragraph states: "The Contractor shall check each fixture for proper grounding and for potential back wiring." Can the City please clarify its requirements for "proper grounding". If a pole is not grounded properly, with a grounding rod in the ground, is the City expecting the contractor to ground the pole at that time? To do so may require a "call before you dig", and extra time on site.

A: No, the Contractor is not expected to ground the pole, they notify the Energy/Utility Manager of improper grounding and Eversource is contacted to make that repair.

Q: Page 31, Scope of Services, first paragraph states: "If the Contractor determines that there is power to the fixture and the fixture does not illuminate, one or both power packs may be replaced. Power packs removed must be returned to 185 Magee Ave. for warranty replacement." Is there a reason why the City wants the fixture repaired and not replaced? Repair will take more time in the field. Swapping out a head with a new one is quick and easy. Replacing drivers in the field would keep the crews in the field longer than necessary, intrude on the roadways, and be more expensive.

A: The current practice is to replace the fixture, however, we want to have the option to replace power packs if determined to be cost effective.

Q: Page 31, Scope of Services, first paragraph states: "The City will purchase street light materials and ship them to the City's street light trailer at 185 Magee Ave. based on inventory needs

specified by the contractor.” Will the contractor be required to be onsite to receive materials at the 85 Magee location? If so, how will the contractor be compensated for this time?

A: No, materials are received by City Facilities staff.

Q: Page 35 - The Bid Form only has regular rates and does not allow for after-hours/OT/Holiday rates (but does note emergency response as a line item). Does the City want after-hours/OT/Holiday rates noted? If so, please provide a revised version of the Bid Form.

A: No.

All other terms and conditions of **RFP No. 853** remain the same.

Erik J. Larson
Purchasing Agent

Cc: Nancy Pipicelli, Energy / Utility Manager
Purchasing Department File