

ADDENDUM NO. 1

BID NO. 24-02

**LEAD SERVICE LINE INVENTORY
PROFESSIONAL SERVICES**

To all holders of the specifications, the following corrections are hereby made. All other items shall remain unchanged. This addendum shall become part of the Contract Documents for the above referenced project.

Acknowledgement of Addendum

Name: _____

Company: _____

Date: _____

Signature: _____

Q1: Are there good faith solicitation efforts required by the proposing consultant to engage D/W/MBEs? The sample checklist form identifies "sufficient time" for the good faith efforts as an example of 30 days. Is this an example or requirement?

A1: Answer directly from MDE: Yes, the consultant is required to make good faith efforts to utilize M/WBEs if they plan to hire any subconsultants of their own. If they plan to self-perform all of the work, they are welcome to do that and will still be in compliance with our requirements. They don't need to artificially subcontract anything they planned to self-perform just to increase M/WBE participation. The 30 days is "whenever possible." It's not a strict requirement. We would usually expect the City of Aberdeen to advertise for 30 days or close to 30 days when seeking an AE firm or a contractor, but we don't usually see a 30 day advertisement at the consultant or contractor level.

Q2: Is there a DBE requirement for this contract or for the resulting work? Are MBE/WBE Forms required to be submitted with Proposal?

A2: Yes, per MDE please see the funding insert in the bid package, as well as A1 above.

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Q3: Who will be responsible for (hyrdo) excavation if determined to be necessary?

A3: The scope of this professional services agreement will be solely focused on the establishment and submittal of an initial inventory based on the records and historical documents requirements listed in MDE and EPA guidelines. In this initial phase, the selected firm shall research and assemble this information, compile the data into the format required by the State, then submit the initial inventory. The selected firm will liaise with the City and MDE to ensure all requirements for the initial inventory are satisfied, allowing the State to review the inventory and provide further requirements to comply with the LCRR. Once MDE has reviewed the initial inventory, it is the City's understanding that they will direct the City to take certain steps toward compliance in the following years. This would be the beginning of the next phase of the project in which the selected firm would manage the compliance with the LCRR, including field verifications, test pitting, sampling, service replacements, etc. *This additional scope of compliance management should not be included in the proposals and costs for submitting the initial inventory.*

Q4: How would you like the consultant to document its familiarity with the various programming requirements (Davis-Bacon, BABA, etc.)?

A4: Please summarize your procurement policies or procedures for subcontractors, etc. Also, please provide descriptions of previous projects that were funded with similar requirements and how subs were selected.

Q5: What information does the City currently have regarding the 5,300 water services within the City service area (material records, installation year, etc.)? What information does the City currently have regarding the 900 water services within the APG service area (material records, installation year, etc.)?

A5: The selected firm will be granted access to our file server in its entirety including development records, approved standard materials, utility plans, etc. The City can also provide reports and shapefiles from its existing asset management software. The City will work with the selected firm to gather documentation and GIS data on the utility system located within APG. Records from MDLR and Harford County shall also be retrieved by the selected firm to support the age and material determinations of water service lines.

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Q6: Is a price to be submitted with the proposal?

A6: Yes, lump sum pricing shall be included in the proposal for establishment and submittal of the initial inventory.

Q7: What is the schedule for the work (i.e., when will the contract be issued, when must it be completed by)?

A7: The State and Federally mandated deadline for submission of the Initial Inventory is October 16, 2024. The contract will be awarded as soon as logistically possible after the bid opening on February 29, 2024.

Q8: Hard copies or electronic. If hard copies, how many?

A8: Proposals shall be submitted as printed, sealed, single copy. Per the bid package, All bids must be sealed and plainly marked with "24-02 SERVICE LINE INVENTORY" including bidder information, and be delivered to City Hall, 60 N. Parke St., Aberdeen, Maryland 21001, no later than 1:00PM on FEBRUARY 29, 2024.