



**SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS**

*Planning for Our Region's Future*

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Carl J. Amento, Executive Director

**SCRCOG Regional Purchasing Consortium**

**RFQ 22-01: On-Call Architectural Services**

**Addenda #1**

**Dated: November 16, 2021**

1. Section "4.4 Management Plan" asks for the firm's management system for On-Call engineering services, should the proposer only provide a management plan for the services addressed as engineering services?

**This is a typo. Section "4.4. Management Plan" should state: *Describe the firm's management system and how it will function to ensure timely delivery of On-Call Architectural Services.***

2. The RFP states that a professional architects license is required. For landscape/site design, planning/urban design, and zoning process assistance, will a professional Landscape Architects license be acceptable?

**Yes, a professional landscape architect license issued by the State of Connecticut is acceptable.**

3. Is it acceptable to list one Project Director licensed in CT for the entire contract? Or does each category listed under section "3.2 Summary of Potential Services" require a CT RA to lead the category, and can a CT PE serve as a Project Manager in lieu of a CT RA for certain categories/projects?

**Each firm can decide if they will have one or more project manager/director. A CT licensed PE can be a project manager/director when a firm has indicated more than one project manager/director. However, SCRCOG has an existing On-Call Engineering Services List, [see details here](#). It is expected that municipalities will utilize that on-call list for engineering projects.**

4. Services listed on "Appendix A: Specialization Checklist" go beyond architectural services. Can firms address those services such as engineering services in our qualifications package?

**Firms should only indicate the specializations which are provided in-house Those specializations may be for the services specified on the checklist or other unspecified architectural and engineering services.**

5. Are firms permitted to hand-deliver proposals to your office, or are Covid-19 restrictions in place that would prohibit that?

**Firms are permitted to hand-deliver responses to the SCRCOG office on Monday, November 22<sup>nd</sup> from 9:00 AM to 2:00 PM and Tuesday, November 23<sup>rd</sup> from 9:00 AM to 12:00 PM. If a firm would like to hand-deliver a response outside of those timeframes, please email Andy Cirioli at [purchasing@scrcog.org](mailto:purchasing@scrcog.org) to schedule drop-off time. SCRCOG requires all guests to wear a mask.**

**Andy Cirioli**

Municipal Services Manager / Regional Planner