

TOWNSHIP OF MONTCLAIR

ADDENDUM TO RFP DOCUMENTS

RFP – 23 – PO4 REQUEST FOR PROPOSAL (RFP) PROFESSIONAL SERVICES – UTILITY ENGINEERING SERVICES

This Addendum # 1, dated May 2, 2023, is issued to modify the above-mentioned RFP document, and is hereby made part of the RFP documents. Please attach this Addendum #1 to the original documents in your possession and ensure same is included in your RFP proposal submission. Failure to submit this form is a fatal defect and renders the submission unresponsive.

The following information is provided:

A. Revision to RFP specifications:

- a. This solicitation of this professional services is being changed to competitive contracting pursuant to NJSA 40A:11-4.1(m)

RFP – 23 – PO4 REQUEST FOR PROPOSAL (RFP) – COMPETITIVE CONTRACTING PROFESSIONAL SERVICES – CONSULTING SERVICES FOR UTILITY ENGINEERING SERVICES PROVIDER

- b. **TERMS OF CONTRACT.** Contracts awarded Pursuant to NJSA 40A:11-4. (2) may be for a term not to exceed five (5) years.

The award of this contract shall be for an initial period of two (2) years with three (3) separate one-year options to renew the contract at the sole discretion of the Township.

The Township may terminate the contract for convenience by providing 60 calendar days advance written notice to the Vendor.

The price provided in the proposal shall remain firm for the duration of the contract.

COST PROPOSAL AND PRICING

A “not to exceed” amount shall be established by the Township and shall apply for the term of the contract. The amount is intended to be use as estimate of the appropriated funds for the retention of services, which shall be amended, depending on the needs and actual work ordered and completed. The vendor will be paid only for the actual work provided and completed.

The vendor shall notify the Township when seventy percent (70%) of the “not to exceed” amount has been expended. The contract amount must be amended by resolution, otherwise, the vendor must stop all work until the amendment is approved by the governing body.

B. Submission deadline has been extended to May 24, 2023, at 3:00 pm prevailing time.

C. Acknowledgement of receipt of this addendum shall be provided as part of the submission package, failure to submit this document is a fatal defect.

This addendum will be sent to all vendors who requested the RFP documents, to be published in the newspaper and posted on the Township of Montclair website to ensure compliance.

There are no other changes to the RFP documents as part of this addendum.

Date of Publication: May 5, 2023 - Star Ledger

ATTEST:

AL B. Dineros, QPA
Purchasing Agent

Township of Montclair

**RFP – 23 – PO4
REQUEST FOR PROPOSAL (RFP) – COMPETITIVE CONTRACTING
PROFESSIONAL SERVICES – CONSULTING SERVICES FOR
UTILITY ENGINEERING SERVICES PROVIDER**

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Date	Acknowledge Receipt (Initial)
Addendum # 1	May 2, 2023	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Acknowledged for: _____
(Name of Bidder)

By: _____ Date: _____
(Signature of Authorized Representative)

Name: _____ Title/Position: _____
(Print or Type)

NOTE: This shall be part of the submission package. Acknowledgement of Receipt of Addenda form is MANDATORY, and it is fatal defect when addendum is issued.