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October 12, 2023

## **RFP ADDENDUM # 1**

### **RE: Request for Proposals – Winter Maintenance Services 2023**

The Request for Proposals (RFP) for the above-mentioned services has been modified to clarify the RFP by addressing the following questions:

1. I read through everything but didn't see any list of the proposed areas that need to be maintained. Is there any way to get a list of properties? We service Chittenden, Addison and Franklin County and I wasn't sure if there was any work within that area? Is there any way to find that out?

**A: The Contractor will note the areas they are available and willing to work in. If they are selected for a contract, the districts within that area will reach out to them and set up a meeting where they can go over the areas that need winter maintenance and determine with the Contractor if that route will be assigned to them or not. Winter Maintenance also involves other items besides plowing and everything is based on the areas the Contractor is willing and able to provide services. At this time, we are not providing specific routes as it depends on the district's needs and the equipment of the Contractor, etc. A map of the Districts is attached this addendum, to assist in selecting the Districts which you wish to provide services in.**

2. Do you need a driver? Could I do per diem work as I have my CDL class A?

**A: The need throughout each district differs. Exact logistics will be worked through once a contract has been executed with the district and contractor. Personnel may be required to supplement our district forces during normal work hours along with other times during a storm event. A driver may be utilized when and if there is a need and State equipment is available. An hourly rate must be provided in the cost proposal for the CDL class A driver. The driver will be billed from the time they arrive at the District Office or job site location until they return to the District Office or leave the job site.**

3. I have a plow truck. Is this something you're looking for?

**A: Yes, please list truck information ie. Make, Model, Plow type and width, etc. in equipment list.**

4. Could I use my CAT 928 F loader to leave on a site for winter maintenance?

**A: The logistics of where equipment and/ or personnel is needed can be worked out with district management and contractor once a contract is executed.**

5. Is there a way of explaining how the mobilization will work, since it really is written for construction type work when you would leave equipment at location for 3 days, etc.

**A: Per the RFP, which states:**

**Mobilization:** The maximum reimbursement for mobilization will be for the time required to move equipment from the Contractor's location where equipment is usually housed, to the job site/location of services and back, one time.

**Hourly Rate Services:** Mobilization will be an hourly rate calculated based on the equipment required for that particular service. Mobilization hourly rates will vary with each job location and equipment utilized.

**Mobilization will be allowed when equipment is being utilized for services requested. Mobilization will not be allowed when it is only personnel arriving at the District Office or other agreed upon location. Hourly rates for personnel will begin when they have reached the job site or District Office. Mobilization is the hourly rate in the contract for that particular piece of equipment from the time leaving the Contractor's primary location to the job site and back. The "one time" statement is if the job location extends more than one day, you can not charge mobilization each day for that same job site, if it is possible to leave the equipment at the site. Contractor's may choose not to leave their equipment, however if that option is a choice reimbursement will be for one time to and from the location. Plow trucks that carry personnel may begin their hourly rates from the time they leave the Contractors primary location until they return directly to the primary location. Additional stops are not permitted. The hourly rates for the operator and equipment replaces mobilization.**

6. Can a company submit different pricing for different districts by submitting more than one attachment S? It states only 1.

**A: Yes. If you want to submit pricing for more than one district, provide a separate cost proposal for each district.**

7. In the RFP it mentions Mobilization as being reimbursed one time. What if they need to go to the site with truck and plow 3 times during the snowstorm, are they to charge the hourly rate for each time they go including travel?

**A: Same as 5**

Sincerely,

*Caryn Pletzer*

Caryn Pletzer  
Contract Administration

cc: Contract Manager  
Project File

