



M E M O R A N D U M
PROC # 23-06

ADDENDUM #1 TO RFP #005-2023

SENT VIA E-MAIL

DATE: March 10, 2023

TO: ALL PROSPECTIVE RESPONDENTS

FROM: Margaret Maddalena, Contract Administrator

RE: **RFP #005-2023 ENGINEERING DESIGN SERVICES FOR WSPS
SUBSTATION**

NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Proposals (RFP) is supplemented/modified as set forth in this Addendum. The original RFP documents remain in full force and effect, except as supplemented/modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

PROPOSAL SUBMITTAL DEADLINE

The Proposal submittal deadline remains the same and is not altered by this Addendum.

RFP #005-2023 is amended as set forth below (Additions noted in underline, ~~deletions noted in strikethrough~~):

2.11 Contract Term.

The initial term anticipated for this Contract is two (2) years, with the Services in connection with Task 1 to be completed in accordance with the Project Schedule but no later than six months from the issuance of the Notice to Proceed (NTP) by the Commission, with the exception that the transformer specification and conceptual plan must be completed within 28 working days from the issuance of the NTP. The Commission reserves the right to renew the Contract, at its sole discretion, for up to two (2) consecutive, one (1) year terms, under the same conditions of the original Contract.

2.12 Time for Completing Work:

The ~~Contractor~~ Consultant shall complete all the Services in accordance with the Project Schedule, which for Task 1, shall not exceed six months from the issuance of the Notice to Proceed by the Commission, and the transformer specification and conceptual plan must be completed within 28 working days from the issuance of the NTP.

2.13 Liquidated Damages:

If the ~~Contractor~~ Consultant shall not complete the Services for Task 1 in accordance with the Project Schedule in the Contract, inclusive of the two deadlines, or any proper extension thereof granted by the Commission, then the ~~Contractor~~ Consultant shall agree to pay the Commission **Five Hundred (\$500.00) per calendar day**, commencing on the 31st calendar day of failure to submit completed documents ~~achieve Substantial Completion~~, not as a penalty, but as a liquidated damages for such breach of contract, for each and every calendar day that the ~~Contractor~~ Consultant shall be in default after the time stipulated in the Contract for completing Task 1.

The Commission may, in its sole discretion, review any purported reasons for delay and consider an extension or change order pursuant to the terms of Contract. The Commission shall have the right to offset from monies owed the ~~Contractor~~ Consultant under this Contract any and all monies owed the Commission as Liquidated Damages.

3.3. Professional Information Requirements

5. Schedule

- a. Provide a Project Schedule for completing all the Services in the Scope of Work, including deadlines for preparing project deliverables. The Project Schedule must provide for completion of the transformer specification and conceptual plan within 28 working days from issuance of NTP, and the simultaneous completion of Task 1 within a maximum of six (6) months of receipt of the Notice to Proceed from the Commission. Note that the replacement of the substation is a critical project for the Commission and the proposed Project Schedule will be considered in the evaluation of the Proposals.

Addendum No. 1 will be part of the contract documents. A copy of Addendum No. 1 has been sent to all prospective respondents.

Questions regarding this **Addendum #1** may be submitted via e-mail to:

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