



CITY OF ROCKVILLE
ROCKVILLE, MARYLAND

Addendum #1
Request for Proposal (RFP) No. 19-25
CONVERSION OF GEOMETRIC NETWORK TO UTILITY NETWORK FOR
WATER DISTRIBUTION
April 8, 2025

ATTENTION ALL BIDDERS:

The following addendum is being issued to amend and clarify certain information contained in the above named RFP. All information contained herein is binding on all Bidders who respond to this RFP. Specific parts of the RFP have been amended. Bidders are required to acknowledge receipt of the addendum by signing in the appropriate space at the end of the addendum. Failure to do so may subject your bid to disqualification. No provided answer to a question may in and of itself change any requirement of the RFP. The following revisions /deletions / additions are listed below; new language has been double underlined and marked in red bold (ex: **new language**) and language deleted has been marked with a double strikeout (ex. ~~language deleted~~).

QUESTIONS

QUESTION 1: Can the City provide copies of all of the forms to be completed and included with the proposal (Submittal Checklist, Attachment A, Attachment B, and Attachment C in Microsoft Word format? If not, may vendors recreate the forms in Word format?

RESPONSE: The city will not provide in a Word format. Please download the forms and complete via script or use Adobe software to complete.

QUESTION 2: RFP Attachment A Execution of Offer states that: "...if submitted by a corporation the same shall be signed by the President and attested by the Secretary or an Assistant Secretary." Do the other items that require signature, i.e., Transmittal letter, Submittal Checklist, and Attachment B: Affidavit also required signature of the President and attestation by the Secretary?

RESPONSE: Please have an authorized person of the company sign the forms.

QUESTION 3: RFP Section III.B instructs vendors to upload two electronic documents as part of our response - one original version and one redacted version. If vendors choose not to redact any content from the original version, is it necessary to upload a "redacted" version?

RESPONSE: If a redacted version is not uploaded, the non-redacted version may become publicly available.

QUESTION 4: RFP Section I.E.3 instructs vendors to include two short descriptions of similar projects performed within the past three years. RFP Section III.A.2 instructs vendors to include five reference projects. Please clarify.

RESPONSE: In Section 1.E.3, please provide in detail two short descriptions of similar projects performed.

In Section III.A.2, please list five references with point of contact information, of similar projects performed.

QUESTION 5: Can the City provide a list of systems (Asset Management, Esri web maps, Dashboards, Python/other scripts, etc.) that are integrated with its GIS?

For each system, can the City describe who it envisions would make modifications to ensure that the existing systems remain functional once the data is migrated?

RESPONSE: The city has various ESRI web maps and dashboards that display the current data. The City will make any modifications necessary after the data has been migrated. The GIS is not currently integrated into an asset management system. No python or scripts are being used.

QUESTION 6: We are interested in submitting a proposal for the City's Utility Network RFP. Our team has experience performing this scope of work for other clients. However, we do not currently hold the Esri Network certification, which is listed as a requirement on page 4 of the RFP.

Would the City consider waiving this requirement to encourage broader participation and allow highly qualified firms like ours to compete? Adjusting this criterion would expand the pool of capable bidders while ensuring the successful execution of the project.

RESPONSE: The City will not waive this requirement.

QUESTION 7: Would the City consider removing the requirement that the vendor hold the Esri Network Management Specialty from Esri, or consider accepting experience in performing Utility Network migrations in lieu of having the Network Management Specialty?

If a vendor can demonstrate a high level of proficiency and adequate experience in providing Utility Network migration services, it seems that they would be qualified to submit whether they hold the Network Management Specialty (which not all vendors pursue).

RESPONSE: The City will not waive this requirement.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME IN THE REQUEST FOR PROPOSAL (RFP).

Additionally, please be sure to submit all required forms with your bid per this addendum and the solicitation instructions.

ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1 BY SIGNING BELOW AND RETURNING A COPY OF THE ADDENDUM WITH YOUR BID OR ACKNOWLEDGING IN YOUR BID.

ISSUED BY: GINA WASHINGTON, SENIOR BUYER, April 9, 2025

NAME OF BIDDER: _____

BID DUE DATE: 2:00PM (ET), THURSDAY, APRIL 24, 2025