This Addendum # 1, dated August 2, 2021 is issued to modify the above mentioned RFP 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 proposal. This addendum includes:

1. **The submission deadline has been extended to August 13, 2021 at 3:00 pm prevailing time.** The City will not accept questions and RFI at this time.

2. **QUESTIONS AND ANSWERS**

**Q1.** Please advise if the due date of August 11, 2021 for the subject RFP will be extended beyond that date.
The submission deadline has been extended to August 13, 2021 at 3:00 pm prevailing time.

**Q2.** We have a two-part question pertaining to the project. We would like to know whether the City prefers to collaborate with a research entity in the stormwater performance monitoring? And, what degree of involvement would the City prefer for their in-house personnel?
The City welcomes collaboration with a research entity in the stormwater performance monitoring, but has no preference or requirement for collaboration with a research entity.
As detailed in the RFP, City personnel from various departments including Community Development, Engineering, Transportation & Parking, Health & Human Services, and Environmental Services shall be involved throughout the design process; as well as other agencies and stakeholders.

**Q3.** Is there a MBE or WBE requirement for the project?
There is no MBE or WBE requirement or goal for this project. However, diverse business entities (certified M/WBE, LGBT, Veteran, or Disabled person -owned businesses) are eligible for additional points in accordance with Executive Order #6, issued October 24, 2018. See “Evaluation Criteria” section in the RFP.

**Q4.** Is there a page limit for RFP responses?
No.
Q5. The RFP states “Minimum of four (4) references from clients for whom similar projects have been completed”.

A. Does this mean projects that are completed and built, or completed through the design contract?
   The City prefers references from clients for projects that are completed and operational, but will accept references for projects that are under currently construction. A minimum of two (2) references shall be provided for projects that are completed and operational.

B. If requirement is for built projects, is there a year limit?
   No.

Q6. Is there a contract type for payment (i.e. lump sum, fixed fee, time & materials)?
   The contract shall have an established not to exceed amount awarded via resolution by the City Council. The City shall only pay for services rendered up to the not to exceed amount. The consultant shall submit monthly invoices for time and materials. See “Cost Proposal/Pricing” section in the RFP.

Q7. Does being pre-qualified earn a firm extra points in the scoring of proposals over firms that are not pre-qualified?
   No. See “Evaluation Criteria” section in the RFP.

Q8. Is there a page limit for the technical approach?
   No.

Q9. Is there a target goal for the percentage of certified M/WBE, LGBT, Veteran, or Disabled person owned business participation for teams headed by non-certified firms?
   See response to question 3.

Q10. Task 2 requires a 3D physical model construction of two alternatives. Can detailed VR digital models be provided in lieu of physical models?
   The City may accept VR digital models in lieu of physical models, provided that the VR models show sufficient detail to meet the City’s needs for stakeholder engagement.

Q11. What level of water service is anticipated? For example, are drinking fountains and a fully automated irrigation system for new planting anticipated?
   The consultant shall assume water service for restrooms, drinking fountains, and any other amenities to be included in the park as determined through the design process (i.e., water play features, community gardens, others). The consultant shall design irrigation for all planting areas and collect stormwater onsite for reuse in irrigation systems where feasible.
Q12. Are construction support services including submittal reviews, responses to RFI’s, construction observation visits, etc. anticipated as part of a future contract? Construction support services are not included in this scope of work. The City intends to award a separate contract for construction support services concurrent with the schedule for the bidding phase. This contract may or may not be awarded to the selected design firm.

Q13. The RFP referenced an “Individual Qualifications Form,” but no such form was included in the RFP. Could you please provide? The City does not issue an “Individual Qualifications Forms”. The vendor (proposer) must use their own format and must addressed the requirements specifically mentioned on page 18 (Proposal Qualification Requirements), page 20 (Evaluation Criteria) and all other items covered under specifications.

Q14. The scope as written does not include construction observation services. Does the city intend to manage construction of the project without the Consultant’s involvement? See response to question 12.

Q15. Is there a specific percentage goal for MWBE participation, and what entity registrations would count towards that? Do MWBE registrations with PANYNJ or NYC SBS count? See response to question 3.

Q16. Page 17 requires “2 samples of the work product prepared within the past 24 months.” Should these projects have been completed within the last 24 months, ongoing within the last 24 months, or is it acceptable to show projects completed more than 24 months ago? See response to question 5.

Q17. Task 1 of the proposal includes 12 meetings with the City on a monthly basis. Task 3 includes a minimum of 4 meetings with City staff. Are these 4 meetings in addition to the 12 meetings under Task 1? Yes. The meetings under Task 3 are intended to be in-depth design meetings, rather than monthly progress meetings included in Task 1.

Q18. Item 4 under Task 3 states that the plan shall be carefully designed to meet all local, state and federal design guidelines to ensure approvals based on grant funding. Please advise which grants are applicable to this project. Current grant funding for this project includes the Hudson County Open Space Trust Fund and Green Acres. The City also anticipates applying to the New Jersey I-Bank through the Clean Water Act State Revolving Loan Program for low-interest financing and principal forgiveness for green infrastructure. Additional funding sources may be identified before and during construction. The consultant shall design the project to meet the requirements of these existing and any future proposed funding sources.
Q19. Will application to the city planning or zoning board be required or will a courtesy presentation be all that is necessary since this is a City project?
A courtesy presentation to the Hoboken City Planning Board will be required. See “Task 9: Prepare Permit Applications for Approval.”

Q20. Will all available information related to the site be provided by the City?
All available information will be provided to the selected consultant upon Notice to Proceed after contract award via resolution by the City Council.

Q21. Are previous environmental reports, sampling data, or other relevant remediation documents available for review?
See response to question 20.

Q22. Will the project require an Environmental Assessment HUD Form 58 as part of the HUD funding?
The project is included in the Rebuild by Design – Hudson River FEIS and Section 106 Programmatic Agreement. Should the design change substantially from the design evaluated in the FEIS, it is possible that a supplemental EA will be required. Note that a similar approach was taken during the Northwest Resiliency Park design process and a supplemental EA was not required. The consultant shall confirm the environmental review approach with NJDEP after conceptual design, which shall be documented in the project file.

Q23. Will the project include Green Acres funding and require a NJ Preliminary Assessment Report?
The acquisition of the property was partially funded by Green Acres.
A Preliminary Assessment has been completed and will be provided to the selected consultant upon Notice to Proceed after contract award via resolution by the City Council.

Q24. We are having difficulty reading one of the documents, Land Title Survey sheet (Figure 2, Page 19 of the PDF).

Use this link to download a PDF copy of this document.

The complete addendum was forwarded to all plan holders and is posted on the City of Hoboken website to ensure compliance.
There are no other changes to the RFP documents as part of this addendum.

ATTEST: ____________________________ Date: August 2, 2021

______________________________
AL B. Dineres, QPA
Purchasing Agent
City of Hoboken

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

RFP – 21 - 05
Request for Proposals (RFP) – Professional Services
Southwest Resiliency Park Expansion
Preliminary and Final Design Plans, Specifications, Estimates, and Schedules

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

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<th>Addendum Number</th>
<th>Date</th>
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<tr>
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No addenda were received:

Acknowledged for: __________________________________________
(Name of Bidder)

By: _________________________________ Date: __________________________
(Signature of Authorized Representative)

Name: _______________________________Title/Position: ______________________
(Print or Type)