

**MUNICIPALITY OF SKOWHEGAN
REQUESTS FOR CLARIFICATION
PROFESSIONAL SERVICES FOR PLANNING FEASIBILITY STUDY**

The Municipality of Skowhegan (Municipality), in cooperation with The Maine Department of Transportation (MaineDOT) is soliciting proposals for professional services for 103.6 Planning-Feasibility Studies, MaineDOT WIN 026684.00.

REQUESTS FOR CLARIFICATION

Received by 12:00 pm on Monday, September 26, 2022.

Requests below in bold. Responses below in italics.

- 1. In the RFP, for Town of Skowhegan Master Plan Transportation Study WIN 026684.00 the Town requests two .pdf copies of our technical proposal. Should the .pdf's be on two separate USB drives, are you looking for one email submission and one on USB with the hard copies, or is there another way you'd prefer the digital copies are submitted?**

If the proposal may be reduced to a reasonable size, we would prefer one technical proposal without the price proposal transmitted via e-mail and another on a USB drive.

The price proposal must be provided in a separate, sealed envelope that will be opened only if the initial scoring of technical proposals results in a Proposer being ranked as best qualified.

***NO MENTION OF PRICE WILL BE INCLUDED IN THE TECHNICAL PROPOSAL;
OTHERWISE, THAT PROPOSAL WILL BE REJECTED.***

Communications regarding the RFP must be submitted by email and directed to the RFP Coordinator listed below. The subject line must reference the project name, RFP title and Project WIN.

Name and Title: Christine Almand, Town Manager

Office Phone: 207-474-6907

Email: calmand@skowhegan.org

- 2. Because Monday the 10th is a USPS holiday, would you be willing to accept electronic copies of the proposal arriving on the due date, with the hard copies to follow?**

Hard copies must arrive on or before the due date.

Date Due: Tuesday, October 11, 2022 Local Time: 12:00 pm EST

- 3. Are original signatures required on the hard copy proposals or will electronic signatures suffice?**

An original signature must be included within at least one hard copy proposal.

- 4. Will we be allowed to include a second individual at \$62/hour as quality control engineer, per guidance in the MaineDOT LPA manual?**

Yes, this agreement will follow standard MaineDOT processes.