

**TOWN OF BERLIN
REQUEST FOR
QUALIFICATIONS
RFQ # 2025 – 01
General On-Call Engineering Services**

QUESTIONS/RESPONSES

The following is a direct excerpt from the RFQ document:

Friday, September 19, 2025, by 4:00 PM - Deadline to submit questions: Questions from interested firms are due via email to each of the following email addresses:

mbohlen@berlinmd.gov

kdaub@berlinmd.gov

info@berlinmd.gov

Please note: The Town reserves the right to review and evaluate the question to determine if the question is relevant to the RFQ process or of a nature considered beyond that process; an example would be a question more suited to the negotiation of contract by the successful submitter. Determination of such is at the sole discretion of the Town.

Questions that are phoned, faxed, sent through regular mail, or submitted via any other method or to any other email address or individual will not be accepted. Oral responses or responses to questions submitted in any other format or to any other person will be non-binding.

Friday, September 26, 2025, by 4:00 PM - Posting of responses: Responses to questions from interested firms will be posted at the following link by the deadline. It is the responsibility of potential Bidders to visit the website for this information berlinmd.gov/government/request-for-proposals/.

NOTE: Questions are generally reproduced below exactly as submitted; however, if multiple requesters submitted the same question, it is listed only once.

Q.1: On page 5 of the RFQ 2025-01 General On-Call Engineering Services, it is stated that under the Contract Award Period section, that the minimum term for the awarded contract would be 5 years. It is our understanding that funding agencies, such as MDE typically only accept On-Call Engineering Service contracts for a maximum term of 3 years, with two allowable one-year extensions of the original term. Can the Town confirm that the contract term meets the typical funding agency requirements?

A.1: Please refer to page 6, first paragraph under "Additional Important Information", where it is indicated that additional firms may be retained "for individual projects on an as-needed basis." In the case of specific projects that may be funded by outside agencies, and therefore have specific terms, conditions, and requirements, the Town may consult with the applicable funding agency to determine if the on-call firm may be used, or if the Town will be required to issue a separate Request for Proposal for the specific project.