

THE CITY OF WALTHAM  
MASSACHUSETTS

PURCHASING DEPARTMENT

**Stonehurst, the Robert Treat Paine Estate  
Exterior Preservation – Design Services**

**ADDENDUM NO. 1**

June 24, 2019

**CHANGES, CORRECTIONS AND CLARIFICATIONS**

The attention of bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or clarification are all to be included in and form a part of the proposal submitted.

THE NUMBER OF THIS ADDENDUM (NO. 1) MUST BE ACKNOWLEDGED IN YOUR COVER LETTER

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**ITEM 1: DELETE AND REPLACE**

Please **DELETE** any RFP reference to price, price envelope, price proposal, bid(s), bid deposit, two envelope proposal and more specifically:

- PDF file page 2 – “**Bid Price**”
- PDF File page 4 – “**Price Proposals** will be received at the office of the Purchasing Agent, City Hall, 610 Main Street, Waltham MA 02452, until:.. At which time and place the **bids** will be publicly opened and read.”
- PDF File page 4 – “**BIDS** MUST BE SIGNED AND ENCLOSED IN A SEALED ENVELOPE AND MARKED BID FOR: Paine Estate Exterior Preservation, DESIGN”
- PDF File page 9 – All instructions appear geared toward receiving a General Contractor bid
- PDF File page 9 – Specifically, “**5. PRICE IS ALL FIXED AND INCLUSIVE.** Bid prices shall encompass everything necessary for furnishing all items, materials, supplies or services as specified, and in accordance with the specifications, including proper packing, cost of delivery, and in the case of services, completion of same, as per specifications.”
- PDF file page 9 and 10 – “**8. BID DEPOSITS** (if applicable) Bid deposits are to be made payable to the City of Waltham. In the event that the successful bidder fails to execute a Contract within (10) days of the receipt of said contract, such security shall be retained by the city as liquidated damages. Unsuccessful bidders’ deposits will be returned immediately following the award to said successful bidder.”

- PDF file page 10 – “11. AWARD CRITERIA. Qualified and responsive proposals will be evaluated based on the criteria established in other sections of this document. **This is a two envelope proposal and evaluated on** the combined value of the technical proposal and **price.**”
- PDF File page 14 – General Conditions appear to be geared toward the hiring of a General Contractor not Design Professional
- PDF file page 17 – “15. NOT-TO-EXCEED AMOUNT **The bid amount proposed in your company’s response** is a “not-to- Exceed” amount unless the City makes changes, in writing, to the scope of work to be performed. The Change Order must be signed and approved by the City’s Purchasing Agent, City Auditor, Law Department and the Mayor prior to the commencement of the change order work. No work is to begin until the proper approvals have been obtained. A change order will be priced at the unit price. Failure to comply with this procedure will result in the cancellation of the contract and the non-payment of services provided.”

**End of Addendum 1**