

THE CITY OF WALTHAM
MASSACHUSETTS

PURCHASING DEPARTMENT

**DESIGN RENOVATIONS TO RECREATIONAL FACILITIES
AT BOBBY CONNORS PLAYGROUND, 20 SUNNYSIDE STREET
AND IMPROVEMENTS TO PROSPECT HILL PARK, 314 TOTTEN POND ROAD,
WALTHAM, MASSACHUSETTS**

ADDENDUM NO. 2

October 17, 2016

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. 2) IN THE PRICE SHEET PAGE

ITEM 1: ANSWERS TO POSED QUESTIONS

1. Does the City really desire twenty-five copies of the RFQ response? That seems like an extremely large number.
 - a. **Yes**
2. The Introduction notes that "improvements are subject to funding and will not exceed \$400,000 for this phase." is it for both projects combined?
 - a. **The \$400K budget is for the construction of both parks**
3. We interpret the first (Survey and Mapping) task's reference to Prospect Hill Park as meaning that the consultant will use existing mapping and other data to guide the discussion with the public and City staff about which items and area to undertake, and then a detailed survey of that area will be solicited and provided. Is this correct?
 - b. **Yes**
4. If our understanding of 3 is correct, it is not possible to get a firm price on the survey when the amount of area to be covered isn't yet defined. Is the City open to having the designer solicit competitive proposals for the Prospect Hill survey as an additional cost, not included in the RFQ pricing?
 - a. **The survey cost has to be inside the Designer's fee. We have indicated as best as possible the limits of the survey. It is not within the competencies of the City to establish a budget number for this service. We rely on the expertise of the designer.**

4. Are both projects expected to proceed concurrently, or will they happen sequentially? If design will be concurrent, would the neighborhood meetings be held together, or separately?
 - a. The city makes every effort to hold the public meetings together, however we won't hold up a project to save the designer from attending another night meeting. Again the designer should NOT be holding the city to a specific # when it comes to any type of meeting(s).
5. While two neighborhood meetings are clearly requested for Bobby Connors Playground, it is not clear how many community meetings are desired for the Prospect Hill Park work.
 - a. As many as it will take!!!
6. Is the intent to complete Construction Drawings this winter/spring to put the project(s) out to bid for 2017 construction?
 - a. The City intends to put the construction out to bid no later than January 2017
7. For tasks 3, 4, and 5: Does the City intend for there to be two separate sets of Construction Drawings, one for each site, and two bid processes and contractors, or will the projects be bid out as one package to a single contractor?
 - a. There will be one bid for both locations fo the award to one contractor for the construction of both parks
8. Would the City like a single price proposal that encompasses both projects? Or should we fill out the price proposal sheet for each project separately?
 - a. The price sheet s self explanatory. See the header in the price sheet
9. Our firm is an LLC - the Certificate of Vote Authorization is not applicable. Should we submit a similar form documenting the Managing Member(s) of the LLC, or simply mark the Vote Authorization form as Not Applicable?
 - a. If your firm is an LLC please complete and submit the attached LLC certificate
10. Is the intent of the renovation to address the entire site, renovating fields, courts, tot lot, green space, etc?
 - a. Depends what the Mayor envisions and the public requests at the Public Input Meetings. The city always has its own agenda but that can always change, expend or contrast depending on the needs/desires/wants of the neighborhood and park users.
11. Are synthetic turf, pedestrian or sports lighting, new drainage connections to the street, new water service, street curb or crosswalk work, architectural structures, or other improvements that would require particular engineering sub-consultants within the scope of work that the City is considering for the site?
 - a. Same answer as given previous question #10.

End of Addendum 2