

THE CITY OF WALTHAM
MASSACHUSETTS
PURCHASING DEPARTMENT

DESIGN, Prospect Hill Park Improvements

ADDENDUM NO. 2

June 20, 2018

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) MUST BE ACKNOWLEDGED IN THE BID PRICE FORM

ITEM 1: ANSWERS TO POSED QUESTIONS

1. For the Certificates of Insurance, can we provide sample certificates showing coverage and provide a certificate specifically for this contract later if we are selected?

ANSWER: Yes, upon the award the selected designer is expected to provide the official and completed Certificate of Insurance

2. How many copies of the proposal should we submit?

ANSWER: 3 copies stapled on the top left corner and with one side printing

3. Does the City have any special requirements for the formatting of the proposal?

ANSWER: See number 2 above

4. Per the bid package, the project is broken into two phases Design, and Construction Documentation. During the Construction Documentation Phase, should we assume 2 submissions? 50% and 100%?

ANSWER: The required submission is at 35%, 70% and 100%

5. The duration of the Community Outreach process will take place during the first 45 days of the project. After this milestone, coordination/meetings will be internal to the City's departments, commissions, and/or councils?

ANSWER: This is good assumption however the city cannot guarantee that there will not be additional community meetings after 45 days

6. Are Mylar documents required?

ANSWER: Yes

7. Are any city standards required for the project? Lighting, curbing, site furnishings?

ANSWER: Yes

8. Under Task 1: Field Survey/Updated of Existing Conditions, found in the “Scope of Work Outline”, please clarify the limit of work and scope of work the City is requesting for work to be performed under this task.

ANSWER: The city is looking for a survey of this space up to the property limits. The City will use this survey to update our own records

End of Addendum 2