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March 14, 2022

**ADDENDUM #1**  
REQUEST FOR SERVICES #22-55

**DESIGNER SERVICES FRANKLIN SCHOOL REDEVELOPMENT**

THIS ADDENDUM IS TO: ANSWER THE QUESTIONS BELOW:

**Q1. Could you please clarify the submission requirements in terms of allowed page count as specified in Part 10 of the RFS, Item 2, where the RFS states:**

The total length of the Response (including Attachment C only but excluding Attachments A, B and D) may not exceed twenty (20) single-sided numbered pages with a minimum acceptable font size of "12 pt." for all text. Respondents may supplement this proposal with graphic materials and photographs that best demonstrate its project management capabilities of the team proposed for this project. Limit this additional information of a maximum of three (3) - 8-1/2" x 11" pages, double-sided.

We are asking this clarifying question because the DSB standard designer application form requires us to list all disciplines identified in the RFS (29 for this project) in both sections 7 and 8a/8b. In addition, in Section 9 the form requires us to list all of our applicable projects for the past 5 years. These three sections alone will exceed the 20 page single sided limit.

**A1. The 20 limit applies to the Proposal only. It does not apply to the DSB Standard Application Form, RFS Attachment C, or to any attachments allowable thereunder, nor to any Required Attachments listed in RFS Attachment D.**

**Q2. As we are preparing our response to the RFS we have noticed that on page 14 in Section 9, items A and C, it references that the response should be printed double-sided and subject to the page limitations as set forth in the Standard Designer Application form. However the only limitation on the quantity of pages to complete the form (by the form itself) is in Section 10, which has a limit of 3 double-sided pages.**

Then, on page 15 of the RFS in Section 10, item 2 refers to single-sided numbered pages as well as an additional three (3) double-sided pages.

It would be greatly appreciated if you could clarify that we may complete the entire application form, regardless of page count, and that the additional information mentioned in the second paragraph of item 2 is a reference to the pages allotted for addressing Section 10 of the form, not additional information.

**A2. Refer to response A1 above.**

All other terms and conditions of this bid remain unchanged.

**PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR  
BID FORM. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD  
RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.**

Thank you.



Nicholas Read  
Chief Procurement Officer