

CITY OF NEWTON, MASSACHUSETTS
PURCHASING DEPARTMENT
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August 2, 2022

ADDENDUM #1

REQUEST FOR QUALIFICATIONS #23-01

**PROFESSIONAL DESIGN & ENGINEERING SERVICES FOR BIKE &
PEDESTRIAN NETWORK PLAN**

THIS ADDENDUM IS TO: ANSWER THE FOLLOWING QUESTIONS:

Q1. Can we use coil binding, or should we use a paper clip?

A1. Any manner of binding can be used as long as all documents remain flat when opened.

Q2. Page 13 says, "The awarded bidder will be required to complete and submit documents substantially similar in form to the following." Do we need to submit ANY forms with our proposal?

A2. All documents at Request For Qualifications (RFQ) pp. 13-28 are for informational purposes only and are not required to be submitted with your proposal.

Q3. In Task 4: Capital Improvement Planning, the RFQ describes the need to create project budgets for "5-year projects" and pre-concept drawings and/or renderings for "select 5-year projects". Does the City have a goal for an approximate number of 5-year projects that consultants should anticipate when scoping our work effort for Task 4?

A3. We recommend four to six 5-year projects for Task 4.

Q4. In Task 6: Plan Deliverables, the RFQ describes the need for both PDF and "reproducible hard copies" of the final plan. How many hard copies should we anticipate printing?

A4. One original hard copy is required.

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