



City of Cambridge

Purchasing Department

Cynthia H. Griffin
Purchasing Agent

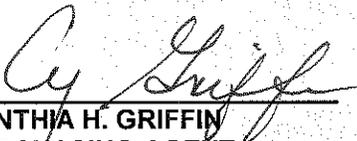
TO: All Bidders
FROM: City of Cambridge
DATE: March 25, 2013
RE: File No. 6061 – Request for Proposals for Architectural House Doctor Services - Addendum No. 1

Please note the changes below:

On page 7 #4, update “The Selection Committee may” to “The Selection committee will”

Please insert the attached section VI that was inadvertently omitted

All other details remain the same.


CYNTHIA H. GRIFFIN
PURCHASING AGENT

Addendum No. 1



SECTION VI: EVALUATION CRITERIA

The purpose of information requested in this section is to assist the City in evaluating the offeror's overall qualifications, including its methodologies and technical abilities, and previous experience.

1. Experience demonstrated by the proposed project team in designing similar projects as outlined in the scope of services.
2. Quality of work, as determined by information on other projects on which the firm and the personnel has worked. The offeror should provide detailed information about previous projects that are similar to work proposed in this scope of services.
3. Professional qualifications: The Project Team has the requisite knowledge and experience as outlined in Section I - Consultant Project Team. In addition, the relevant personnel on the team have the professional licenses required to execute this project.
4. Quality of references: The consultant should provide at least three references who should be able to comment substantively and positively on their experiences with the consultant. The City reserves the right to use itself as a reference.
5. Capacity and Timeliness: The project team appears to have the capacity to undertake this project in a timely manner.
6. Responsiveness to Scope of Services. The Project Team has demonstrated that it understands the requirements of the scope and has proposed a strategy for carrying out the work effectively.