



City of Cambridge

PURCHASING DEPARTMENT

795 Massachusetts Ave. • Cambridge, Massachusetts 02139-3219

Amy L. Witts
Purchasing Agent

To: All bidders

From: City of Cambridge

Date: August 3, 2015

Re: File No 6951, Request for Qualifications for Open Space Design Services
Addendum No. 1

The following questions were submitted and answered.

- 1) The Request for Qualifications for Open Space Design Services was recently brought to our attention. We are a public artist team based in Cambridge that have worked with landscape architects on major park projects in the past. For this opportunity, would a public artist team partnered with a landscape architect be considered?

Answer

The City is requesting qualifications that are responsive to the scope of services outlined in this RFQ. Vendors are invited to structure their proposals and their project teams as they see fit so long as the proposal is responsive.

- 2) Is it acceptable for a Canadian Landscape firm to associate with an American Architectural Firm for the Open Space Design Services Project?
The projects we would include to demonstrate our qualifications and experience are in Canada. would this experience qualify?

Answer

Proposers should structure their project teams as they see fit so long as the proposal is responsive. The Selection Committee will evaluate the merit of each proposal based on the evaluation criteria listed in the Request for Qualifications.

- 3) The Request for Qualifications states on page 2 that, "Each proposal must contain, at minimum, the following documents: DSB2014-Form 1; résumés of all persons participating in the Project, including, but not limited to, the principals and consultants." On page 8 under Section III "Each offeror must submit a written proposal to this RFQ, which includes full and clear descriptions of the evaluation criteria, outlined in Section V. The Designer Selection Committee will evaluate each proposal based on the evaluation criteria." Should the format of this proposal be both DSB2014 forms and a separate full proposal that is not related to the usual 3 extra pages of information permitted with DSB forms? Please clarify.

Answer

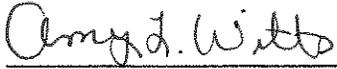
Vendors are encouraged and should submit information in addition to the completed DSB2014-Form 1.

- 4) What sub-consultants would you like to see included in the DSB forms? Just the sub-consultants asked for in the RFQ, or would you like to see all potential sub-consultants listed? If you would like to see all sub-consultants listed, how should we address those sub-consultants that may not fall under the category of "designer"

Answer

Project teams should structure their proposals as they see fit. Information on all potential sub-consultants should be included in the final proposal package submitted.

All other details remain the same.



**AMY L. WITTS
PURCHASING AGENT**

ADDENDUM NO. 1