



# 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:** April 27, 2016

**RE:** File No. 7221 – Request for Qualifications for Design Services of Multi-Building Department Relocation Master Plan- Addendum No. 4

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The following questions were asked and answered:

**Question:** Would ABA need a current Master File Brochure on file in order to submit, and if so, can it be submitted at the same time as our qualifications?

**Answer:** Submit with your RFQ

**Question:** Has a specific date been set for the interviews in May? Should our firm be selected for an interview, Ann would like to attend but is traveling in May and would like to hold these dates open.

**Answer:** Interviews have been scheduled for May 23<sup>rd</sup> & 27<sup>th</sup>.

**Question:** Could you please supply us with the list of minority subcontractors as noted on page 4 of the RFQ?

**Answer:** The City will work with the company that is awarded the contract.

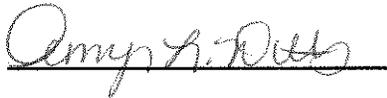
**Question:** Per today's addenda regarding Page 8, Section III, number 2: are you looking for references for each member of the team (including consultants) or just the submitting firm?

**Answer:** Please follow the instruction on page 8 which state "Also, include no less than 3 personal references of the key members assigned to the project, also from former clients." The required minimum number of references required must be submitted with the proposal, and the DSB form must be complete.

**Question: If a firm or team member does not conduct CORI checks, are they still eligible for the work?**

**Answer: Yes, Please read the City's Cori Policy and Compliance Form that are included in the RFQ.**

**All other details remain the same.**

A handwritten signature in cursive script, appearing to read "Amy L. Witts", is written over a horizontal line.

**Amy L. Witts  
Purchasing Agent**

**Addendum No. 4**