



# 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:** May 2, 2016

**RE:** File No. 7221 – Request for Qualifications for Design Services of Multi-Building Department Relocation Master Plan- Addendum No. 5

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The following questions were asked and answered:

**Question:** Clarification of the first item listed on Addendum #4, the Master File Brochure: We cannot find any information regarding Master File Brochures on the City's website, and were unaware that the City of Cambridge required them, as we have typically only filed a Master File Brochures with DCAMM and other State agencies. Can you clarify if the City of Cambridge requires a MFB, or only that we have one on record with the State? If the City does require a MFB, are there instructions about its submission requirements available?

**Answer:** Not Required

**Question:** Is it allowable to provide additional project approach and experience information past the "Three, Double-Sided 8 ½ x 11 Supplementary Sheets" proscribed in Section 10 of the DSB form?

**Answer:** Yes

All other details remain the same.

A handwritten signature of Amy L. Witts in cursive, written over a horizontal line.

Amy L. Witts  
Purchasing Agent

Addendum No. 5