



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: September 11, 2014
RE: File No. 6429A – Architectural Woodwork Finish Restoration - City Hall (Re-Bid)-
Addendum No. 1

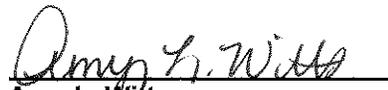
This addendum is comprised of the following:

1. Sign in sheet from pre-bid meeting
2. Pre-bid Meeting Agenda
3. Question that was submitted and answered:

Question: We missed the pre-bid this morning - can we come out tomorrow morning to meet with someone?

Answer: No we will not be having another pre-bid meeting

All other details remain the same.


Amy L. Witts
Purchasing Agent

Addendum No. 1

City of Cambridge Architectural Woodwork Finish Restoration- City Hall
PRE-BID AGENDA
Wednesday, September 11, 2014
9:00am

- 1) Sign in sheet
- 2) Introductions
- 3) Agenda
- 4) Bid due date: **Thursday, September 25, 2014 @ 2:00pm**
- 5) Forms to be submitted: Make sure that all of the correct forms (colored ones in your package) are submitted with your bids. If not, they may be disqualified.
- 6) RFI's (request for information)- All questions shall be addressed to the Amy Witts, Purchasing Agent, City of Cambridge, 795 Mass. Ave or Fax to: (617) 349-4008. **They must be in no later 4:00pm, Wednesday, September 17, 2014.** Any RFI's received after that time will be answered at the discretion of the City.
- 7) The Massachusetts State prevailing wage rates are to be used in this contract.
- 8) Parking: The City will not pay for parking tickets you may receive while performing this work. To avoid tickets, you can go to the City Hall Annex, located at 344 Broadway (the intersection of Inman Street and Broadway) or call the Parking office at (617) 349-4721 to apply for a "Tool Truck Permit". This only applies to "Commercial Plate" vehicles. Non-commercial plate vehicles cannot apply for the permit.
- 9) Sidewalk obstruction permits, are to be filed for at the Permit Desk, located at the DPW main office at 147 Hampshire St. The permit fee is waived for City projects. If a police detail is needed, you will be notified through the permit process. All police details will be paid by the DPW directly.
- 10) Project Introduction – Over the last few years, work has been performed to enhance the interior finishes of City Hall. The architectural woodwork, in its entirety, within the common corridors of Cambridge City Hall are the last areas that need to be enhanced. This project is to refinish all of the woodwork in the common corridor areas, including the grand staircase. There are two alternates as well. Both having to do with refinishing woodwork in the Mayor's office.
- 11) Work is to be performed after normal business working hours unless otherwise agreed upon.

The normal hours of operation for City Hall are as follows:

Monday 8:30am – 8:00pm (could be longer depending on the City Council meetings held every Monday night);

Tuesday – Thursday 8:30am – 6:00pm;

Friday 8:30am – 12:00pm

- 12) Lead paint – the three painted doors in the basement that are to be stripped of any paint have been tested and found to contain lead paint.
- 13) Temporary Facilities – Toilets: The public toilets on the first floor (ground level) of City Hall may be utilized as long as the users are neat about their usage.
- 14) Completion Time: it is the intent of this contract to have the work completed within the ninety calendar days from the issuance of the Notice To Proceed.**
- 15) Full Time Supervisor is required to be present at City Hall while any work is being done.
- 16) As the first add/alternate, the woodwork in the Mayor's office receiving room.

In the Mayor's office receiving room, there are four doors & doorways, a fireplace mantle and enclosure above the fireplace mantle. The four doors & doorways are to be refinished in accordance with the project specifications. The mantle and enclosure are to be stripped of paint to the bare wood and refinished to match the woodwork in that office in accordance with the project specifications for this project.

As the second add/alternate, the remaining doors & doorways in the Mayor's office suite are to be refinished in accordance with the project specifications.

SIGN IN SHEET

PROJECT: Pre-bid - City of Cambridge, Architectural Woodwork Finish Restoration- City Hall.
 DATE/TIME: Thursday, September 11, 2014, @ 9:00am
 LOCATION: City Hall- Sullivan Chamber, 2nd Floor
 796 Mass Ave., Cambridge, MA

NAME: Paul Ly/9	COMPANY: City of Cambridge- DPW	ADDRESS: 147 Hampshire St, Cambridge, MA 02138	RECEIVED AGENDA
PHONE NO.: 617-349-4652	FAX NO.: 617-349-4681	E-MAIL ADDRESS: plye@cambridgema.gov	(N) (N)
NAME: Robert Caruso	COMPANY: ARISA'S BUILDERS	ADDRESS: 10 TYLER ST	RECEIVED AGENDA
PHONE NO.: 617-851-9020	FAX NO.: 617-876-1718	E-MAIL ADDRESS: bobcaruso@fastmail.fm	(M) (N)
NAME: Michael Mills	COMPANY: Casby Bro.	ADDRESS: 197 Gardner St Boston	RECEIVED AGENDA
PHONE NO.: 617-699-8069	FAX NO.:	E-MAIL ADDRESS: Michael.Mills@casby.com	(M) (N)
NAME:	COMPANY:	ADDRESS:	RECEIVED AGENDA
PHONE NO.:	FAX NO.:	E-MAIL ADDRESS:	(N) (N)
NAME:	COMPANY:	ADDRESS:	RECEIVED AGENDA
PHONE NO.:	FAX NO.:	E-MAIL ADDRESS:	(N) (N)
NAME:	COMPANY:	ADDRESS:	RECEIVED AGENDA
PHONE NO.:	FAX NO.:	E-MAIL ADDRESS:	(N) (N)