



# City of Cambridge

## PURCHASING DEPARTMENT

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**TO:** All Bidders  
**FROM:** City of Cambridge  
**DATE:** August 23, 2019  
**RE:** File No. 8774- Request for Proposals for Lease of Office Space for the Department of Public Works-Addendum No.1

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This addendum is comprised of:

**1. Clarifications**

Award Date

The Lease will be awarded within thirty (30) days of the bid opening, unless award date is extended by consent of all parties. (Not Ninety (90)).

Sample Lease

The sample lease in the RFP is that a "sample". The City may negotiate terms, if the negotiation is in the best interest of the City.

Terms and Conditions

1. The proposers bid will remain in effect for a period of 30 days from the deadline for submission of proposals or until it is formally withdrawn, a lease executed, or this RFP is canceled, whichever occurs first.
5. Rates for each year must remain firm or be reduced throughout the life of the lease. A lease will be awarded within 30 days unless award date is extended by consent of all parties concerned.

All other items remain the same.

  
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**Elizabeth Unger**  
Purchasing Agent

**Addendum No. 1**

