

Addendum No. 1 to RFS 25-80



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Procurement and Contracting Services
KATJANA BALLANTYNE
MAYOR

To: All Parties on Record with the City of Somerville as Holding RFS 25-80
RFS 25-80 Designer Services for Winter Hill Community Innovation School (WHCIS)

From: Jordan T. Remy

Date: 8/5/2025

Re: Questions and Answers

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Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

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Questions and Answers

Question 1: Is there a potential for the project schedule to be adjusted/accelerated?

Answer: The City will look for all opportunities to accelerate the project schedule.

Question 2: Submission Order: Is there a required or preferred order in which the submittal materials (application form, certifications, cover letter, Section 10 materials, etc.) should be organized within the 100-page limit? We want to ensure our submission is aligned with your expectations.

Answer: The City does not require a prescription order as long as the submission includes the required proposal and attachments per the Request for Designer Services.

Question 3: Letters of Support: Would it be acceptable to include a few brief letters of support or recommendation as a supplement to our submission? If so, where should these be integrated into the 100-page document, or submitted separately?

Answer: Any letters of support or recommendation as a supplement to the submission can be incorporated into the 100 pages.