

**Addendum No. 1 to RFP 18-14**



**CITY OF SOMERVILLE, MASSACHUSETTS**  
**Department of Purchasing**  
**JOSEPH A. CURTATONE**  
**MAYOR**

To: All Parties on Record with the City of Somerville as Holding RFP 18-14, **Operations and Maintenance of City-Owned Solar Facilities**

From: Michael Richards, Assistant Purchasing Director

Date: September 18, 2017

Re: Append Revised Quality Requirements Form

**Addendum No. 1 to RFP 18-14**

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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.**

This addendum revises the quality requirements form to clarify that the work must be completed by a licensed electrician. Please include the attached Quality Requirements Form in your proposal package.

The deadline for submissions remains unchanged. The deadline for submission is **11:00am Thursday, September 21<sup>st</sup>**.

**NAME OF COMPANY / INDIVIDUAL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_

**TELEPHONE/FAX/EMAIL:** \_\_\_\_\_

**SIGNATURE OF AUTHORIZED INDIVIDUAL:** \_\_\_\_\_

**ACKNOWLEDGEMENT OF ADDENDA:**

**Addendum #1** \_\_\_\_\_ **#2** \_\_\_\_\_ **#3** \_\_\_\_\_ **#4** \_\_\_\_\_

## Quality Requirements Form

Quality requirements, or basic business requirements, are the minimum set of standards that an entity must meet and certify to be considered responsible and responsive. **Please complete the Quality Requirements form, below, and submit it with your completed proposal.** The City of Somerville will disqualify any response that does not meet the minimum quality requirements. A "No Response" to items 1 through 3 or a failure to respond to any of the following minimum standards may result in disqualification of your proposal.

QUALITY REQUIREMENTS		YES	NO
1.	Has the contractor been established in the relevant field for at least 5 years?		
2.	Can the contractor certify that all employees to be provided have successfully completed at least 10 hours of OSHA approved training in Construction Safety and Health?		
3.	Is the contractor an electrician licensed to do work in Massachusetts?		
4.	Optional: Are you a Mass. Supplier Diversity Office MBE/WBE certified minority or woman owned business? Additional minority designations may be submitted by attaching supporting documentation.		

In order to provide verification of affirmative responses to items 1 through 3 under the quality requirements listed in the Quality Requirements Form, Offeror must submit written information that details the general background, experience, and qualifications of the organization. Subcontractors, if applicable, must be also included.