CITY OF NEWTON, MASSACHUSETTS

PURCHASING DEPARTMENT
purchasing@newtonma.gov
Fax (617) 796-1227

August 29, 2014

ADDENDUM #2

INVITATION FOR BID #15-10

EARLY INDUSTRIAL PERIOD ARCHITECTURAL SURVEY PHASE III

THIS ADDENDUM IS TO: To Correct the Date of the Phase IV Completion Date and Answer the following Questions:

Page 8, DELETE the last sentence:
Phase IV will be completed and submitted to the MHC and NHC by Friday, June 19, 2015.

ADD: Phase IV will be completed and submitted to the MHC and NHC by Friday, June 26, 2015.

Q1. Regarding the W-9 form that is a required part of the proposal, I use my Social Security Number for a TIN. Guidelines for avoiding identity theft say that SSNs should not be given out in situations where they may not be secure. Will the W-9s be kept confidential? Is it necessary to provide a Social Security Number in the proposal, before one has a contract?

A1. It is necessary to provide this information with the proposal. All records are kept confidential.

Q2. The RFP says that Phase 4 of the project lasts for 7 weeks, which means the contract would end June 26, not June 19, 2015, which is what’s written in the contract. Please confirm.

A2. We acknowledge the calculation of the completion date correction. We will change the completion date accordingly. See above.

Q3. Could you please clarify who is responsible for producing the final base maps, either the consultant or the City of Newton?

A3. The City of Newton is responsible for producing the base maps.

Q4. Will the consultant provide the survey data to the Newton GIS department who will create the maps? Or will GIS files be supplied to the consultant to create the base maps?

A4. Once the consultant provides the survey data to City staff, staff will provide it to City personnel who can prepare the maps.
Q5. Additionally, could you clarify the platform to be used; either adapting tax assessor maps or utilizing GIS files?

    **A5. Our GIS system and tax assessor maps use the same system.**

All other terms and conditions of this bid remain unchanged.

    **PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR BID FORM. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.**

Thank you.

Nicholas Read
*Chief Procurement Officer*