

Addendum #1 IFB 22-11



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

To: Bidders of Somerville Parks Tree Health Program FY22

From: Andrea Caruth, Deputy Chief Procurement Officer of Procurement and Contracting Services

Date: November 8, 2021

Re: Responses to requests for information

Addendum No. 1 to IFB 22-11

This addendum **extends the Bid Opening Date to Tuesday, November 16th 1:00PM**. The zoom link attached and in the bid package remains the same.

****Failure to acknowledge this addendum will result in bid disqualification.****

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

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

IFB #22-11 Somerville Parks Tree Health Program FY22

Additional Instruction for Bid Submission due to COVID19 Emergency

Livestream of Bid Opening:

Topic: IFB #22-11 Somerville Parks Tree Health Program FY22

Time: Nov 16, 2021 1:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us04web.zoom.us/j/77182548900?pwd=VURwNDF4YytUMC9lYU1TQXREbGRtdz09>

Meeting ID: 771 8254 8900

Passcode: uD8KYYK

Methods of Bid Submission:

Bidders may submit bids in any of the following ways. All bids will be time-stamped and must be received no later than **1:00 p.m.**

1) Deposit your sealed bid package in the black drop box located by the School Street entrance to City Hall, located near the corner of School Street and 93 Highland Avenue.

2) Sealed bids can be sent to City Hall through the US Postal Service or other delivery service (e.g. FedEx, UPS).

3) BidExpress.com is an online bidding platform where bidders can submit all required documents. The fee to use this service is approximately \$35.00 unless your company has a subscription with BidExpress. You can access the bid package and forms via the City of Somerville BidExpress page at:

<https://www.bidexpress.com/businesses/33100/home> A user guide is attached for your reference.

4) For any technical assistance while submitting the online bid, please contact the BidExpress Customer support team at www.bidexpress.com.