

**Addendum No. 1 to RFP 19-51**



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

To: All Parties on Record with the City of Somerville as Holding  
**RFP 19-51 Real Estate Advisory Services**

From: Thupten Chukhatsang

Date: 1/17/2019

Re: Extension of Deadline  
Question and Answers

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**Notice:**

- *The due date for submission of sealed proposals is extended to **2:00 PM, Wednesday, January 30<sup>th</sup>, 2019.***
- *Questions & Answers are on the next page.*

**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** \_\_\_\_\_

## **Addendum No. 1 to RFP 19-51**

### **Questions & Answers:**

1. Is there a page limit to the Technical Section? If so does that include resumes?

*Answer: There is no set page limit to the Technical Section which includes resumes.*

2. Since there isn't a specific scenario or project example to price out, is the city looking for vendors to provide hourly rates?

*Answer: Yes, Section 4 of the RFP package includes a Pricing Form for hourly rates.*

3. The Scope states "Consultant services ...may include advice on property acquisitions, property appraisal, property valuations..." though appraisal/valuation is not listed among the Specifications/Requirements. First, is the intent of the above-quoted section that the City could want appraisals to be performed by the consultant under this contract or is it that appraisal is among the things that the City could want advice on (e.g. scoping, input to, review of appraisals done by others, be they the developer's appraiser or an appraiser engaged by the City under separate contract)?

*Answer: The City of Somerville has separately retained the services of multiple real estate appraisal firms.*

4. If the real estate advisor includes any sub-consultants in the proposal, do you require all the forms, references, etc. for these sub-consultants or just for the prime?

*Answer: All necessary forms, resumes, authorizations, permits, licenses, certifications and references should be included for the prime as well as any sub-consultants.*

5. Does the City intend to select a single or multiple proposers for this contract?

*Answer: It is the City's intent to select only one consultant or consultant team. However, the City does reserve the right to select multiple teams and will do so only in the rare event that the City determines that it is in the City's best interest to select two or more teams that possess distinct, but complimentary qualifications.*