



**ADDENDUM NO. 1**  
**February 4, 2015**

**REQUEST FOR QUALIFICATIONS (RFQ)  
FOR OWNER'S PROJECT MANAGER**

For the Pre-Design Feasibility Study  
of the J. V. Fletcher Library

*J.V. Fletcher Library Board of Library Trustees,  
and the Permanent Town Building Committee  
Westford, Massachusetts*

1. **Building plans, a site plan and a project timeline** (handouts which were distributed at the January 23, 2015 walkthrough) may be viewed under “related documents” at the following Town of Westford website link:  
[http://westfordma.gov/Pages/Government/WestfordMA\\_procurement/procurements/2015/libraryOPM\\_Docs.pdf](http://westfordma.gov/Pages/Government/WestfordMA_procurement/procurements/2015/libraryOPM_Docs.pdf)
2. **Faxed OPM Applicant Query:** would like to submit the following questions in regard to the RFQ for the Owner’s Project Management (OPM) Services for the Pre-Design Feasibility Study of the J. V. Fletcher Library:

Per item 9 on page 7 of the RFQ, under “Submission Deadline and Instructions,” it asks the OPM to provide a schedule. Should this schedule be for this phase of the project only or for the entire project duration, including full design, construction and move-in?

A contract for OPM services was not included with the RFQ; can the Town provide us with this document?

**Library Response:** In answer to your faxed questions regarding the J. V. Fletcher Library RFQ for OPM, the schedule responsibility would be from date of hire through June 30, 2016 (the life of the current grant).

I have asked Town Counsel to provide a sample OPM contract to me; potentially the Town will use the standard Professional Services Contract, customized to show the Board of Library Trustees as the Awarding Authority.

3. The following is a **list of attendees at the January 23, 2015 Building Tour/Walkthrough:**



**OPM/RFQ J. V. Fletcher Library Building Tour 1/23/15**  
**50 Main St., Westford MA 01886**

| <u>Vendor</u>                | <u>Contact</u>       | <u>Street</u>                 | <u>Town</u>           |
|------------------------------|----------------------|-------------------------------|-----------------------|
| LPA                          | Mary Bulso           | 108 Grove Street, Ste. 300    | Worcester, MA 01605   |
| RLB                          | Don Carter           | 60 South Street               | Boston, MA 02111      |
| ACG                          | Mike Josefek         | 822 Mt. Pleasant Street       | New Bedford, MA 02745 |
| STV                          | Bob Labrecque        | 321 Summer Street, 7th Fl.    | Boston, MA 02210      |
| Daedalus Projects Inc.       | Christina Oppen      | 112 South Street              | Boston, MA 02111      |
| CBI Consulting               | Jennifer Dos Santos  | 250 Dorchester Avenue         | Boston, MA 02127      |
| CBI Consulting               | Monica Maganzini     | 250 Dorchester Avenue         | Boston, MA 02127      |
| Vertex                       | Carly Spink          | 400 Libbey Parkway            | Weymouth, MA 02189    |
| C.A. Crowley Engineering     | Marty Vickey         | 645 County Street, Ste. 6     | Taunton, MA 02780     |
| P-3                          | Daniel Pallotta      | 150 Longwater Drive, Ste. 203 | Norwell, MA 02061     |
| Strategic Building Solutions | Jeff Gutsfeld        | 67 Hunt Street, Ste. 119      | Agawam, MA 01001      |
| Atlantic Construction        | Suresh Bhatia        | 441 Sudbury Road              | Concord, MA 01742     |
| Hill International           | Kris Stephenson      | 330 Congress Street           | Boston, MA 02210      |
| Holm & Associates            | Tricia Pellerin      | 29 Plain Road                 | Westford, MA 01886    |
| DTI                          | John Sayre-Scibona   | 44 Merrimac Street            | Newburyport, MA 01950 |
| CMS                          | Paul V. Griffin, Jr. | 270 Main Street               | Marlboro, MA 01752    |
| Dore & Whittier Architects   | Brad Dore            | 260 Merrimac Street, Bldg. 7  | Newburyport, MA 01950 |
| Pinck & Co                   | Deborah Marai        | 98 Magazine Street            | Boston, MA 02119      |
| City Point Partners          | Paul Hamphill        | 11 Elkins Street              | Boston, MA 02127      |