Addendum #1

City of Salem IFB 24-51-PRCS Salem Common Improvements

March 11, 2024

The following changes and additions are incorporated into the specifications packet:

**Due Date**

The deadline for response is extended to March 20 at 11am.

**Attachments**

An annotated Assessor’s Map has been added for reference as a bid attachment, as well as other supporting documents mentioned in the bid document.

**Standard Forms**

The standard forms were inadvertently omitted from the IFB and are included at the end of this addendum.

The standard Designer Selection Form can be downloaded from <https://www.mass.gov/media/2413686/download>.

**3.3 Scope of Services**

**Part 1: Existing Conditions Assessment and Survey**

*The section is amended as follows (additions in underline):*

The designer will review the existing material provided in Attachment A and survey the area based on the limit of work area coordinated with the City. The limit of work area as approximately shown on the assessor’s map is generally from the front of curb of Washington Square by the Hawthorne Hotel to midway between the pathway bisecting the Common and the Bandstand. These existing conditions plan and assessment will serve as a base for the proposed design work. Any testing work that will be needed as reimbursable should be identified and included in the overall fee.

**Part 2: Proposed Design Plans**

*The section is amended as follows (additions in underline):*

The Designer/Landscape Architect/Engineer (Designer) should develop an improvement plan to the Design Development (50-75% level) for the subject area addressing all issues noted below:

* Hardscapes – walkways, paths, entrances, curbing etc.
* Softscapes – landscape areas, grass, gardens, trees, and shrubs
* Veterans Memorial location
* Drainage
* Irrigation
* Electrical, including lighting.
* Code issues, including ADA compliance.
* Benches and waste receptacles
* Maintenance considerations
* Connection with Phase 2 of the Bandstand and rest of Common
* Other as determined by consultant.

The Designer should plan for at least one in person meeting with the City as well as weekly conference calls and at least two public meetings to present findings and plans. At least one meeting shall be with stakeholders including the Salem Common Neighborhood Association, Friends of Salem Common and other users to discuss existing uses and/or the proposed plans. The firm should consider the historic and current public use of the Common in its recommendations, as well as upgrades that enhance the programmatic capabilities. This plan should include a timeline and probable cost estimate. Operation and Maintenance costs should be estimated.

The Designer will work under the direction of the Signature Parks Project Manager, unless directed otherwise. Input on the plans will need to be coordinated with several departments and commissions, including but not limited to the Department of Planning and Community Development, Department of Public Works and Engineering, Department of Park, Recreation and Community Services, Historical Commission, Building Department, and Park and Recreation Commission.

These plans would be used to leverage future funding to prepare construction level plans and documents and implement the improvements.

All other terms and conditions are unchanged.

**1. NON-COLLUSION:**

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

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**2. TAX COMPLIANCE:**

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

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**3. CORPORATE BIDDER** *(if applicable):*

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ certify that I am the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of the corporation named as Bidder in the Bid included herein, that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who signed said Bid on behalf of the Bidder was then \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ of said corporation, that I know his signature, that his signature thereon is genuine and that said Bid was duly signed, sealed and executed for and in behalf of said corporation by authority of its governing body.

            (Corporate Seal)

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 (Secretary-Clerk)

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| (Signature of authorized individual submitting proposal) |
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