

**ADDENDUM NO. 1**  
**TO**  
**DOCUMENTS AND SPECIFICATIONS**  
**FOR**  
**OWNER'S PROJECT MANAGEMENT SERVICES – DPW GARAGE AND ADMINISTRATION**  
**BUILDING FINAL DESIGN AND CONSTRUCTION PHASE**

This Addendum No. 1 forms a part of the Contract Documents and modifies the Bidding Documents posted as noted below. Acknowledge receipt of this Addendum in the space provided in the FORM FOR "BID PROPOSAL". Failure to do so may subject the Bidder to disqualifications. This Addendum consists of 2 pages.

1. Updated LEGAL NOTICE (PAGE1): in order to reflect the new dates:

Sealed proposals will be received at the Department of Public Works office, 1 Municipal Drive Hudson, Mass. 01749 until **1:00 PM on Thursday, June 15<sup>th</sup>, 2023** for the purpose of providing **Owner's Project Management (OPM) Services** for the DPW Garage and Administration Building – Final Design and Construction Phase. At that time and place said proposals shall be publicly opened. Request for Qualification Conditions and Instructions to Proposers may be obtained from the Department of Public Works Office at the following address: 1 Municipal Drive, Hudson, MA 01749. Contact Eric Ryder at (978) 562-9333 for additional information or by email to: [Eryder@townofhudson.org](mailto:Eryder@townofhudson.org). Proposals shall be submitted in a sealed envelope and shall be labeled on the outside as: "Owner's Project Management Services for the Hudson DPW Garage and Administration Facility final Design and Construction Phases." and must be sent or delivered to:

Hudson Department of Public Works  
c/o Eric M Ryder, Director of Public Works  
1 Municipal Drive  
Hudson, MA 01749

Any contract issued in response to a successful proposal must be approved by the Select Board. The Town reserves the right to reject any or all proposals.

2. Updated page 2 to reflect new Due Date:

**REQUEST FOR QUALIFICATIONS OFFICE OF THE DIRECTOR OF PUBLIC WORKS**

The Town of Hudson, Chief Procurement Officer, invites Qualified Proposers to submit qualifications to provide:

Owner's Project Management Services for the Hudson DPW Garage and Administration Facility final Design and Construction Phases.

**SCOPE OF WORK:** The full scope is attached hereto as Exhibit A

**TIME AND PLACE FOR SUBMITTING QUALIFICATIONS:**

Department of Public Works, 1 Municipal Drive Hudson, MA 01749  
Phone: (978) 562-9333

**ADDITIONAL INFORMATION:** Is available at: DPW Directors Office

**DUE DATE:** June 15<sup>th</sup> @ 1:00 pm

**PRE-PROPOSAL SITE VISIT:** N/A

**CONTRACT:** A contract shall be required for this project. Unless otherwise specified, the Town of Hudson, Standard General Contract is typically the form of the contract to be used.

**TIMETABLE:** The Town endeavors to expedite all contracts within a timely fashion. Typically, a contract will be awarded within 60 days of the proposal opening if not sooner, and services under the contract will commence immediately upon execution of contract. Services are expected to be ongoing through the bidding and construction phase of the DPW Garage and Administration Building Project which is expected to span 2023 through 2025.

**QUALIFICATIONS REQUIREMENTS:** At a minimum, qualifications submitted hereunder must include the following:

1. All forms contained within this *Request for Qualifications* package including: *Statement of current Tax Compliance; Statement of Non Collusion; Statement on MGL and Building Code; Certificate of Authority (if a corporation). See Exhibits B, C, D, & E*
2. Other special forms as described here: N/A
3. Other requirements if applicable: Copies of relevant licenses demonstrating evidence of compliance with Commonwealth of Mass. minimum firm qualifications (architectural license, or Professional Engineer, or Contractor's License).
4. Any exceptions taken to the conditions or specifications cited herein must be clearly stated on a separate page of the proposal.
5. Proposer shall submit six copies (6), plus one electronic copy on a USB drive, of the proposal forms and documents.
6. **The Fee for services hereunder shall be negotiated with the selected firm.**

\*\*\*\*END OF ADDENDUM 1\*\*\*\*