

**ADDENDUM NO.1**  
**for**  
**REQUEST FOR QUALIFICATIONS (RFQ)**

**OWNERS PROJECT MANAGER FOR WESTCOMM**  
**(Regional Emergency Communications Center)**

**RFQ Solicitation for WESTCOMM**  
**facilitated by:**

**Town of Longmeadow, Purchasing Department**

**November 24, 2021**

This document serves as Addendum No.1 for the Request for Qualifications for Owners Project Manager for WESTCOMM RECC for WESTCOMM (Western Massachusetts Emergency Communications District), with solicitation facilitated by the Town of Longmeadow Purchasing Department. This Addendum forms part of the RFQ and modifies the original document. **Acknowledge the receipt of all addenda numbers issued on the PROPOSAL SUBMISSION FORMS.** Failure to do so may subject the bidder to disqualification.

**The following changes and/or additions are to be made to the original Request for Qualifications dated November 4, 2021:**

**CLARIFICATION REGARDING OPM SCOPE OF WORK EXPECTATIONS FOR THE CLERK OF THE WORKS**

Replace the bullet in the RFQ regarding the Clerk of the Works responsibilities with the following, which is more specific to the expected level of service the OPM is required to provide under the contract.

“Provide On-site Clerk of the Works to oversee all aspects of the construction project as WESTCOMM’s representative. The expectation is that the OPM will provide daily Clerk of the Works service on construction labor days, with daily report logs during all construction labor days.”

**QUESTION AND RESPONSE:**

*QUESTION:*

After reviewing the RFQ we also had a few questions:

- Can you please confirm if the NTE OPM fee is to include the Clerk of the Works?
- Is the Town/WESTCOMM looking for a full time or part time Clerk of the Works?
- Is there an estimated duration for the construction phase?

*RESPONSE:*

Yes, the NTE OPM fee is inclusive of the services of the Clerk of the Works. WESTCOMM expects OPM services daily on all construction labor days. It can be part time but it must be daily on all construction labor days. Regarding the estimated duration of the construction phase, reference the feasibility study supplied with the RFQ. OPM services for the Clerk of the Works will be required through the construction phase and project closeout.

**LIST OF THOSE THAT HAVE REQUESTED TO BE REGISTERED ON THE RFQ PROPOSAL LIST:**

City Point Partners, Boston, MA; Caolo & Bieniek Associates, Inc., Chicopee, MA; The LiRo Group, Boston, MA; ANSER ADVISORY; TERVA Corporation; D.A. Sullivan & Sons, Inc., Northampton, MA; NovaTech, Saint-Julie, QC, Canada; John Turner Consulting; TAYLOR & BURNS ARCHITECTS, Boston, MA; Greg Walsh CPA360’ PMA Consultants, Braintree, MA; NV5, Denver, CO; Skanska USA, Boston, MA; Deltek, Herndon, VA; Resource Management Associates, Andover, MA; NV5 Boston, MA; CBI CONSULTING, LLC, A SOCOTEC COMPANY, Boston, MA

*(End – Addendum No.1)*