



Peter J. Morin  
Town Administrator

**TOWN OF NORWELL  
OFFICE OF THE TOWN  
ADMINISTRATOR**

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Request for Qualifications (RFQ)  
Owners Project Manager Services, Town Hall Renovations  
**ADDENDUM**

**Date:** 3/25/2021

**Proposers must acknowledge receipt by signing and enclosing a copy of the Addendum Acknowledgment Form in the Proposal Package.**

1. Addition to Scope of Work: The OPM shall guide the Town in a determination of the applicability of the Commonwealth of Massachusetts Supplier Diversity regulations to this project. If it is determined that the project is subject to the Commonwealth's Minority and Women-owned Business goals, the OPM shall guide the Town in the process of meeting these goals. The OPM shall obtain and maintain any required documentation of compliance with these programs. The final contract between the Town and the OPM shall reflect this responsibility.
2. Exhibit 4, page 2.1: This slide depicts Level 1, Phase 3. (Not Level 2, Phase 2 as shown on slide.)
3. Divider Tabs: Divider tabs between sections of the proposals are permitted, but not required.
4. MCPPO classes/certifications: We have been asked whether there are any specific MCPPO course completions/certifications the Town of Norwell is looking for. Please provide certificates for any MCPPO classes taken or certifications obtained by key project team members. The following are of the highest relevance: 1) Design and Construction Contracting (class); and 2) School Project Designers and Owner's Project Managers Certification (certification).

END