

**CITY OF BEVERLY
ADDENDUM NO. 1 June 24, 2014**

RE: RFS OWNERS PROJECT MANAGER #14-2000

THE BEVERLY MUNICIPAL AIRPORT/CITY OF BEVERLY SEEKS SERVICES OF A QUALIFIED “OWNERS PROJECT MANAGER” (OPM) TO PROVIDE MANAGEMENT SERVICES FOR CONSTRUCTION OF A NEW ADMINISTRATION BUILDING AT BEVERLY AIRPORT HENDERSON ROAD, BEVERLY, MA 01915

**FROM: David Gelineau
Purchasing Agent
City of Beverly
191 Cabot Street
Beverly, MA 01915**

Please acknowledge receipt via electronic mail, telephone, or facsimile

TO: ALL PROSPECTIVE PROPOSERS

This addendum forms a part of the Request for Services from the City of Beverly for:
14-2000 RFS OWNERS PROJECT MANAGER

At Page 7 a. A fully executed response (including the attached Owner’s Project Manager Application form), which shall include evidence that the responder has met the following requirements...

ATTACHED HERE: Owner’s project Manager Application Form –2014

Please sign this acknowledgement of receipt of the Addendum No.1 and return with your proposal.

Signature of Proposer

Owner's Project Manager Application Form – 2014

1. Project Name/Location for Which Firm is Filing:

2a. Respondent, Firm (Or Joint-Venture) - Name And Address Of Primary Office To Perform The Work:

2b. Name And Address Of Other Participating Offices Of The Prime Applicant, If Different From Item 3a Above:

2c. Date Present And Predecessor Firms Were Established:

2d. Name And Address Of Parent Company, If Any:

2e. Federal ID #:

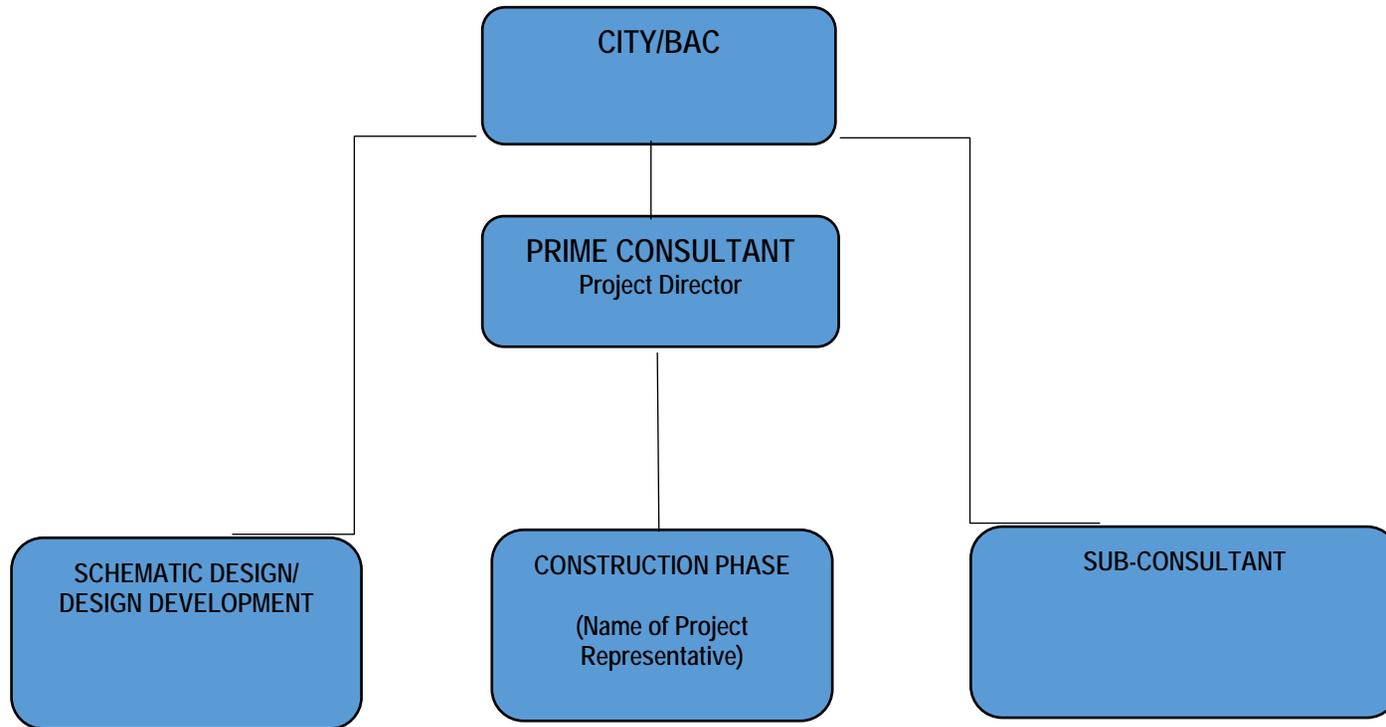
2f. Name of Proposed Project Director:

3. Personnel From Prime Firm Included In Question #2 Above By Discipline (List Each Person Only Once, By Primary Function – Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline):

Admin Personnel	_____	Cost Estimators	_____	Other:	_____
Architects	_____	Electrical Engineers	_____	_____	_____
Acoustical Engineers	_____	Environ Engineers	_____	_____	_____
Civil Engineers	_____	Licensed Site Profess.	_____	_____	_____
Code Specialists	_____	Mechanical Engineers	_____	_____	_____
Construction Inspectors	_____			Total	_____

4. Has this Joint-Venture previously worked together? Yes No

5. List **ONLY** Those Prime and Sub-Consultant Personnel identified as Key personnel in the Response to Request for Services. This Information Should Be Presented Below In The Form Of An Organizational Chart modified to fit the firm's proposed management approach. Include Name of Firm And Name Of The Person:



6. Brief Resume for Key Personnel **ONLY** as indicated in the Request for Services. Resumes Should Be Consistent With The Persons Listed On The Organizational Chart In Question # 5. Additional Sheets Should Be Provided Only As Required For The Number Of Key Personnel And They Must Be In The Format Provided. By Including A Firm As A Sub-consultant, The Prime Applicant Certifies That The Listed Firm Has Agreed To Work On This Project, Should The Team Be Selected.

a. Name And Title Within Firm:	a. Name And Title Within Firm:
b. Project Assignment:	b. Project Assignment:
c. Name And Address Of Office In Which Individual Identified In 6a Resides:	c. Name And Address Of Office In Which Individual Identified In 6a Resides:
d. Years Experience: With This Firm: _____ With Other Firms: _____	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization	e. Education: Degree(s) /Year/Specialization
f. Applicable Registrations and Certifications :	f. Applicable Registrations and Certifications:
g. Current Work Assignments And Availability For This Project:	g. Current Work Assignments And Availability For This Project
h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):	h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm):

7b. Past Performance: Provide the following information for those completed Projects listed above in 7a for which the Prime Applicant has performed, or has entered into a contract to perform Owner's Project Management Services for all Public Agencies within the Commonwealth within the past 10 years.

a. Project Name And Location Project Director	b. Original Project Budget	c. Final Project Budget	d. If different, provide reason(s) for variance	e. Original Project Completion	e. Actual Project Completion On Time (Yes or No)	f. If different, provide reason(s) for variance.
(1)						
(2)						
(3)						
(4)						
(5)						

8. **Capacity:** Identify all current/ongoing Work by Prime Applicant, Joint-Venture Members or Sub-consultants. Identify project participants and highlight any work involving the project participants identified in the response.

Project Name And Location Project Director	b. Brief Description Of Project And Services (Include Reference To Areas Of Similar Experience)	c. Original Project Budget	d. Current Project Budget	d. Project Completion Date	e. Current forecast completion date On Time (Yes Or No)	f. Original Construction Contract Value	g. Number and dollar value of Change Orders	h. Number and dollar value of claims
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								

9. References: Provide the following information for completed and current Projects listed above in 7 and 8 for which the Prime Applicant has performed, or has entered into a contract to perform Owner's Project Management Services for all Public Agencies within the Commonwealth within the past 10 years.						
a.	Project Name And Location Project Director	Client's Name, Address and Phone Number. Include Name of Contact Person	Project Name And Location Project Director	Client's Name, Address and Phone Number. Include Name of Contact Person	Project Name And Location Project Director	Client's Name, Address and Phone Number. Include Name of Contact Person
	1)		5)		9)	
	2)		6)		10)	
	3)		7)		11)	
	4)		8)		12)	

9. Use This Space To Provide Any Additional Information Or Description Of Resources Supporting The Qualifications Of Your Firm And That Of Your Sub-consultants. If Needed, Up To Three, Double-Sided 8 ½" X 11" Supplementary Sheets Will Be Accepted. **APPLICANTS ARE REQUIRED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE AREAS OF EXPERIENCE REQUESTED.**

10. I hereby certify that the undersigned is an Authorized Signatory of Firm and is a Principal or Officer of Firm. The information contained in this application is true, accurate and sworn to by the undersigned under the pains and penalties of perjury.

Submitted By _____ Printed Name And Title _____ Date _____
(Signature)