

**CITY OF SOMERVILLE
PURCHASING DEPARTMENT
RFQ # 15-09**

The City of Somerville, through the Purchasing Department invites sealed bids for:
**Owner's Project Management (OPM) Services for
West Branch Library Project
Located at 40 College Avenue, Somerville**

A Request for Qualifications (RFQ) and specifications may be obtained at the Purchasing Department, City Hall, 93 Highland Ave., Somerville, MA 02143 on or after: Wednesday, August 13, 2014. Sealed applications will be received at the above office until: **Thursday, September 4, 2014 at 11:00 a.m.** at which time such applications will be opened. The City of Somerville reserves the right to reject any or all proposals, waive any minor informality in the proposal process, and accept the proposal deemed to be in the best interests of the City of Somerville.

The City of Somerville has established or will establish a not-to-exceed fee prior to commencing negotiations. **Respondents to the RFQ shall not list fees in their applications. Any mention of the fee will subject such application(s) to rejection.**

Questions must be presented to Purchasing Director in writing before: **Thursday, August 21, 12:00 noon.**

The RFQ and a feasibility study of the existing building will be available on the City's Purchasing webpage:

<http://www.somervillema.gov/departments/finance/purchasing/bids>.

The successful OPM will demonstrate exemplary experience with similar projects. The OPM will represent and advise the City on the project, and serve as the project manager on behalf of the City in all phases of the project, including but not limited to: design, value engineering, scope of work, cost estimating, general contractor, and subcontractor pre-qualification/guidance, and as applicable, project construction and contract close out services; furniture, finishings & equipment (FF&E) specifications, bidding, project management.

Angela M. Allen
Purchasing Director
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