



**Request
for
Proposals
for
Library Programmer Services for the
Swampscott Public Library**

ADDENDUM #1

RELEASE DATE:

FRIDAY OCTOBER 25, 2019

**Town of Swampscott
Attn: M. Ronald Mendes, Esq.
designated Chief Procurement Officer
22 Monument Ave
Swampscott, MA 01907
(781) 596-8850**

Description of Addendum

The Town of Swampscott hereby provides this addendum to its Request for Proposals for Library Programmer Services for the Swampscott Public Library. The purpose of this addendum is to add an additional date for proposers to attend the pre-proposal site tour and information session that all proposers are required to attend. Proposers are only required to attend one of the two site tours and information sessions.

Copies of the Request for Proposals (RFP) may be obtained by subscribing to this RFP on the Town website's bids module, which can be accessed at www.swampscottma.gov/bids.

Contractors possessing the necessary qualifications, experience and technical expertise are invited to submit proposals in conformity with the requirements of RFP as provided on the Town's website as mentioned above. The Town will conduct two pre-proposal site tours and information sessions. All proposers are required to attend at least one of these two site tours and information sessions. The two dates that will be available are scheduled for **Wednesday October 30, 2019 at 11:00 AM** and **Friday November 1, 2019 at 11:00AM**

Proposals will be received at the Town of Swampscott, Office of the Town Administrator, 22 Monument Ave., Swampscott, MA 01907 on or before **11:00 AM, on Thursday November 14 , 2019.**

The Town Administrator of the Town of Swampscott is the Awarding Authority. The Town reserves the right to reject any and all proposals or to accept any proposal tendered. The selection of the successful proposer shall be made without regard to race, color, sex, age, religion, political affiliation, or national origin. Women and minority owned businesses are encouraged to apply.

The Town shall cancel the contract if funds are not appropriated or otherwise made available to support continuation of performance.

This procurement is made under the competitive sealed proposal section of the Uniform Procurement Act, Chapter 30B, of the Massachusetts General Laws.

INFORMATION FOR PROPOSERS

Paragraph #6 of the RFP is hereby amended to read as follows:

6. Examination of Request for Proposals and Tour of Facilities

Each proposer is responsible for inspecting the site as well as reading and being thoroughly familiar with the Request for Proposals. The failure or omission of any proposer to do any of the foregoing shall in no way relieve any proposer from any obligation in respect to his proposal. Two tours of the facilities will be held on **Wednesday October 30, 2019 at 11:00 AM**; and on **Friday November 1, 2019 at 11:00AM** at the Swampscott Public Library, 61 Burrill Street, Swampscott, MA 01907. Each proposer is required to attend at least one of these sessions and must provide their own transportation to the facility.

All remaining terms of the Request for Proposals remain in force as originally published.