



PURCHASING DEPARTMENT
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ADDENDUM #1

RFP # 18-39 Purchase or Lease of Office Space

February 12, 2019

This addendum is to give notice for the following:

Below are answers to questions posted by a potential proposer in response to this RFP:

- 1. Question:** “I am reviewing the RFP with a client and we cannot seem to find any language pertaining to the length of time the proposal must remain open for consideration for WHA. I presume the proposal is a legally binding document? Does it remain open for 30 days after consideration, 60 days, in perpetuity until WHA makes a decision? Please advise whether there is a standard to meet or whether proposers may withdraw their proposals at any time and for any reason.”

Answer: Yes, a proposal will be a legally binding document and will be part of the formal documentation between the WHA and the most “Advantageous Proposer”. Further, those proposals that meet all submission requirements, including all Mandatory or Minimum Requirements, must remain open for consideration for a period of no less than 60 days, beginning on the day proposals are opened. Proposers may not withdraw their proposals at any time and for any reason during this time period. For any Proposal the WHA has rejected as non-qualifying, the proposer will be notified of such decision in writing.

- 2. Question:** “If submitting for purchase, can the proposal be for an As-Is purchase or do purchasers need to meet the build-out specifications in the RFP and deliver a completed building at closing to the WHA?”

Answer: If submitting for purchase, the WHA will evaluate all proposals and as long as a proposal meets the Mandatory or Minimum Requirements as stipulated in the RFP, the WHA will consider purchasing a property in its “as-is” condition. However, the WHA deserves the right to further negotiate the final price it is willing to pay in accordance to its final review.

- 3. Question:** “What is the estimated time for making a decision from the date proposals are submitted?”

Answer: The WHA expects to make the final recommendation of a proposal to the Board of Commissioners within 60 days after proposals have been opened.

All other terms and conditions of this solicitation remain unchanged.

Please be sure to acknowledge this Addendum on the cover page of your Price Proposal Form by writing any language that clearly acknowledges Addendum # 1.

Thank you,

Jackson Restrepo
Chief Procurement Officer