



The City of
WORCESTER

Administration & Finance – Purchasing Division
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April 16, 2025

To All Bidders:

Subject: **Bid No. 8429-J5 – Grafton Hill Monument Installation / DPWP**

ADDENDUM NO. 1

To Whom It May Concern:

With reference to our bid request relative to the above subject, please refer to the changes/modifications/clarifications to the original proposal request.

General Bid Clarification:

1. As part of Base Bid, the Bidder is also responsible for furnishing the granite monument and sign.

2. SHOP DRAWING SUBMITTALS

a. The Successful Bidder is responsible for submitting shop drawings of the monument and sign for review and approval prior to commencing with Installation (See Attached).

Bidders are requested to acknowledge and/or include this addendum with submission. All other terms, conditions and specifications remain unchanged.

Very truly yours,

Jerry S. Kucera
Buyer

Addendum Number One - Attachment

SHOP DRAWING SUBMITTAL REQUIREMENTS

- a. Contractor to coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
- b. All Contractors are directed to the timeliness and critical importance of expediting the submittal process. Any lead times that may impact sequencing should be prioritized to meet the Project schedule. The Owner must be notified if any delays arise that impact lead times.
- c. The Contractor shall coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals and related activities that requires sequential activity.
- d. The Owner reserves the right to withhold action on a submittal requiring coordination with other submittals until all related submittals are received.
- e. To avoid the need to delay installation as a result of the time required to process submittals and to allow sufficient time for submittal review, all initial product submittals, shop drawings shall be submitted for processing and within **twenty-eight calendar days** (28) days from the date of Notice to Proceed.
- f. The Contractor must allow the Owner **10 calendar days** (10) per initial and subsequent shop drawing review to achieve efficient construction sequencing. Allow additional time if the Owner must delay processing to permit coordination with subsequent submittals. If an intermediate submittal is necessary, process the same as the initial submittal. Allow ample time for reprocessing each submittal to achieve efficient construction sequencing.
- g. No extension of Contract Time will be authorized because of the Contractor's failure to transmit submittals to the Owner for processing sufficiently in advance of the scheduled Work.