

**LEGAL NOTICE**

**TOWN OF BRIDGEWATER**

**Request for Proposals**

Lease of Municipal Real Estate – Town Hall

PROPOSAL DUE DATE: 12:00 noon (local time), Friday, February 2, 2018

**Return proposals to:**

Town of Bridgewater

Office of the Town Manager

Municipal Office Building

66 Central Square, Bridgewater, MA 02324

Competitive sealed proposals will be received by the Office of the Town Manager, at the above-specified location, until the time and date cited. Proposals must be in the actual possession of the Office of the Town Manager on or prior to the exact time and date indicated above. NO INCOMPLETE, FAXED, ELECTRONICALLY MAILED, OR LATE PROPOSALS WILL BE CONSIDERED.

All procurement activities conducted by the Town of Bridgewater are in conformance with the rules and regulations of Massachusetts General Laws, Chapter 30B. The law is available for review in the Town Manager's Office at the above address. Copies of the law are also available on line at <https://malegislature.gov/Laws/GeneralLaws>. Questions regarding this Request for Proposals should be addressed to: Town Manager, Office of the Town Manager, Municipal Office Building, 66 Central Square, Bridgewater, MA 02324; phone (508) 697-0919, or [Procurement@BridgewaterMA.org](mailto:Procurement@BridgewaterMA.org). Questions regarding the RFP must be provided in writing, and only written responses may be relied upon.

Copies of the Request for Proposals and documents may be obtained at the Town Manager's Office, Bridgewater Municipal Office Building, 66 Central Square, Bridgewater, MA on and after December 13th, 2017 between the hours of 8:00 a.m. and 4:00 p.m. (M-Th), or 8:00 a.m. and 1:00 p.m. (Fr). Request for Proposals packages and documents may also be obtained by email request to [Procurement@BridgewaterMA.org](mailto:Procurement@BridgewaterMA.org).

Pursuant to M.G.L. c. 30B, § 16, sealed proposals must be received, by mail or hand delivery, no later than Friday, February 2, 2018, at 12:00 pm, at the Town Manager's Office at the address listed above, at which time all proposals will be opened and publicly read. Proposals received after the specified time will not be considered and faxed or emailed bid proposals will not be accepted. Delivery of proposals will be at the expense of the proposer. Any and all damages that may occur due to packaging, shipping or untimely arrival will be the sole responsibility of the proposer. All proposals will be taken under consideration for award of contract at a later date. All proposals will remain in effect for a period of one hundred twenty (120) calendar days from the deadline for submission, or until this RFP is cancelled, whichever occurs first.

The Town will award the lease, if at all, to the proposer whose proposal is deemed by the Town to be the most advantageous, taking into consideration the amount of the evaluation criteria stated in this RFP. The Town reserves the right to waive any informalities in the proposals, and to reject any and all proposals if it is deemed to be in the best interests of the Town to do so.

**Michael Dutton**

Town Manager

**Contact Person:**

To Request a copy of the RFP Document, please email [procurement@bridgewaterma.org](mailto:procurement@bridgewaterma.org)  
Please include your name, email, phone and organization. Thank you.

**Qualifications:**

Please see RFP documentation for more information

**Special Requirements:**

Please see RFP documentation for more information