



TOWN OF WENHAM
BOARD OF SELECTMEN

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Addendum #2
to the Request for Proposals for
Wenham Master Plan
March 8, 2022

This addendum serves to revise the Town of Wenham's Request for Proposals for the Wenham Master Plan issued February 28, 2022.

The proposal due date has been extended from Monday March 14, 2022 at 12:00 PM to Thursday March 24, 2022 at 12:00 PM.

Town of Wenham
Request for Proposals for
Master Plan

The Town of Wenham, Massachusetts, acting through its Planning Board, hereby solicits proposals from qualified individuals and firms with considerable experience in community design, land use planning, economic analysis and citizen involvement/ participation to develop and complete an updated Town of Wenham Master Plan.

All respondents are required to respond in written form to the Request for Proposals (“RFP”) and to submit documentation substantiating their qualifications to perform the services required. The scope of the RFP is to complete a policy-based, Town-wide Master Plan. The Town-wide Master Plan will define a community-based vision based upon broad based public participation. The scope of the Plan will contain a range of elements with specific emphasis on land use, housing, transportation, facilities and economic development and as further outlined in the RFP. Failure to provide such information may result in a proposal being considered non-responsive. Respondents may create "teams" with other specialty firms.

Beginning on Monday February 28, 2022 at 10:00 AM, the RFP documents may be obtained or examined at the Land Use Office at Wenham Town Hall, 138 Main Street, Wenham, MA 01984 during normal business hours (Monday, Wednesday and Thursday 9:00 AM to 4:30 PM; Tuesday 9:00 AM – 7:00 PM; Friday 9:00 AM to 1:00 PM). A PDF version of the RFP may be requested by email request to Mary Ellen Schumann: maprourementofficer@gmail.com. Please specify “Request for Master Plan RFP Documents” in the email subject line.

Sealed proposals shall be received by the Town of Wenham Land Use Office, 138 Main Street, Wenham, MA 01984 at or before 12:00 PM on Monday March 14, 2022. Proposals delivered after the appointed time and date will not be considered. This RFP shall be governed by the requirements of M.G.L. c. 30B. The Town reserves the right to reject any and all proposals as determined to be in the best interests of the Town and to waive minor informalities.

Catherine Harrison
Chair, Wenham Select Board

February 28, 2022