

## PUBLIC NOTICE

The Town of Freetown Massachusetts, acting through its Board of Selectmen and the Freetown Fire Station Building Committee, is requesting proposals from qualified designers, as defined in M.G.L. c. 7C, § 44, for the planning and design of a renovated building for **Freetown Fire Station 3 Additions and Alterations**.

Interested parties may obtain a copy of RFQ which is available on May 19, 2023 by contacting:

Town of Freetown, Massachusetts  
Deborah L. Pettey, Interim Town Administrator  
3 N. Main Street, P.O. Box 438, Assonet, MA 02702

or by e-mail

[procurement@freetownma.gov](mailto:procurement@freetownma.gov)

Town's decision will be based upon qualifications and experience with similar projects. The Town will evaluate proposals and enter fee negotiations with the highest scoring proposer. If unsuccessful, the Town may attempt to negotiate with the second highest scoring proposer. The Town of Freetown may cancel this RFQ or reject in whole or in part any and all proposals, if they determine that cancellation or rejection serves the best interest of the Town of Freetown.

### Submission Deadline and Instructions

Qualified persons or firms are requested to submit proposals marked: "Designer Services--Freetown Fire Station Additions and Alterations Station 1" with the applicant's name and address on the front. Applicants must provide one (1) signed original unbound proposal, Eight (8) copies, and two (2) PDF format copies on flash drives. **Fax or electronic submissions will not be accepted.**

Applicants must also execute and include in the sealed submission the Certificate of Vote, Certificate of Non-Collusion, and Certificate of Tax Compliance. The Town of Freetown, through the Board of Selectmen, is the awarding authority and reserves the right to reject any and all proposals or parts of proposals; to waive any defects, information, and minor irregularities; to accept exceptions to these specifications; and to award contracts or to cancel this Request for Qualifications if it is in the Town of Freetown best interest to do so. Proposals must be signed as follows: a) if the bidder is an individual, by her/him personally; b) if the bidder is a partnership, by the name of the partnership, followed by the signature of each general partner; and c) if the bidder is a corporation, by the authorized officer, whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed. All proposals must be received and registered by the Town Administrator's office by June 15, 2023 **at 2:00 p.m.** All outer envelopes/packages must be labeled:

Qualifications for Designer  
Freetown Fire Station Additions and Alterations  
*Respondents Name*  
and mailed or hand delivered to the following address:

**Fire Station #3 Design Project**  
**Deborah L. Pettey, Interim Town Administrator**  
**Town Hall**  
**3 N. Main Street, P.O. Box 438, Assonet, MA 02702**

No proposals will be accepted after the time and date noted. Late delivery of materials due to any type of delivery system shall be cause for rejection. If on the date and time of the submittal deadline the Town Hall is closed due to an uncontrolled event such as fire, snow, ice, wind or building evacuation, the submittal deadline will be postponed until 2:00 p.m. on the next normal business day. A non-mandatory pre-proposal conference will be held on May 25, 2023 at 11:00 am at the Freetown Fire Station Additions and Alterations, 25 Bullock Road, Freetown, MA 02575. Questions concerning the RFQ must be submitted in writing to by May 31, 2023 at 2:00 pm. Questions must be delivered, mailed, or emailed.

**Michael Josefek**  
**Architectural Consulting Group, Inc.**  
**2206 Acushnet Avenue**  
**New Bedford, MA 02745**  
**774-202-7991**  
**[acg@acgpm.com](mailto:acg@acgpm.com)**

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