

**REQUEST FOR PROPOSALS
CITY-WIDE PLANIMETRIC MAPPING SERVICES**

Pursuant to M.G.L. Chapter 30B, §6, the City of Marlborough, the Awarding Authority, through its Department of Public Works-Engineering Division, is seeking proposals from qualified vendors, Contract #2016-24, for City-Wide Planimetric Mapping Services. The contract term will be up to one (1) year. The Request for Proposals ("RFP") package is available as of **December 12, 2016 at 10:00 AM** and must be obtained from Projectdog.com by following these instructions: "Go to www.Projectdog.com and click "Sign Up" for free set, or login to your existing account. Enter **Project Code 816656** in the project locator box. Select "Acquire Documents" to download bid documents, review a hard copy at Projectdog's physical location at 18 Graf Road, Suite 8, Newburyport, MA 01950, or request a free project CD. Questions regarding the website or project distribution should be directed to Projectdog at (978) 499-9014." Separately sealed Price and Non-Price (Technical) Proposals shall be submitted to the **Procurement Office**, City Hall, 140 Main Street, 3rd Floor, Marlborough, MA 01752 by **December 29, 2016, at 10:00 A.M.** Separately sealed proposals shall be clearly marked "PRICE PROPOSAL FOR CITY-WIDE PLANIMETRIC MAPPING SERVICES – CONTRACT 2016-24" and "NON-PRICE PROPOSAL FOR CITY-WIDE PLANIMETRIC MAPPING SERVICES – CONTRACT 2016-24". The City will not be responsible for the premature opening of proposals not properly identified, and such proposals will be rejected. LATE PROPOSALS WILL NOT BE ACCEPTED. After the proposal submission deadline, a register of proposals received will be made. Price Proposals shall remain confidential until such time as technical proposals have been evaluated. Questions concerning this RFP shall be submitted in writing to Nathaniel Bowen, GIS Administrator and delivered to the Department of Public Works-Administration Office, 135 Neil Street-2nd Floor, Marlborough, MA 01752 or emailed to nbowen@marlborough-ma.gov **before 12 Noon on December 22, 2016**. In accordance with the provisions of applicable statutes, laws, rules, regulations, and ordinances, the City of Marlborough does not discriminate in employment or the provision of services and all qualified proposers will receive consideration without regard to race, age, color, religious creed, gender, handicap, sexual orientation, veteran's status or national origin. The City reserves the right to cancel this RFP, or reject in whole or in part any and all proposals, if the City determines that cancellation or rejection serves the best interests of the City.

Beverly J. Sleeper
Chief Procurement Officer

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