



**LEGAL NOTICE**  
**CITY OF MEDFORD**

**REQUEST FOR QUALIFICATIONS (RFQ)**  
**RFQ 25-0199**  
**Wellington Transformation Planning Study**

The City of Medford, Massachusetts, acting through its Office of Planning, Development, and Sustainability, in concert with the Community Development Board, is seeking proposals from professional consultants to undertake a public planning process to prepare a Wellington Transformation Study for the City.

This project is being Electronically Bid (E-Bid). All proposals shall be submitted online to [www.BidNetDirect.com](http://www.BidNetDirect.com) prior to **December 12, 2024, at 1:00 PM**. Hard copy proposals will not be accepted by [BidNetDirect.com](http://www.BidNetDirect.com). You can register to become a proposer online at [www.BidNetDirect.com](http://www.BidNetDirect.com). For assistance, contact [BidNetDirect.com](http://www.BidNetDirect.com) at: 1-800-835-4603. **In addition, an original and three (3) paper copies must be submitted to Ms. Fiona Maxwell, Chief Procurement Officer with a reference to RFQ 25-0199 Wellington Transformation Planning Study Process.**

**Proposal Documents will be available online at 10:00 AM on November 18, 2024.** <https://www.bidnetdirect.com/massachusetts/cityofmedford>. All plan holders must have an active online account on [www.bidnetdirect.com](http://www.bidnetdirect.com) to acquire documents, receive project notifications, and to submit your technical and price proposal electronically. **Questions deadline is December 5, 2024, at 4:30 PM.**

**There will be an optional Pre-Bid Meeting at 11:00 a.m. on November 27, 2024 at** <https://us06web.zoom.us/j/84186248181>. **All interested parties are invited to attend.**

Each Proposal shall be submitted in accordance with the Submission Requirements within the RFQ. It is the responsibility of prospective proposers to check [www.BidNetDirect.com](http://www.BidNetDirect.com) for new information via any addenda to this solicitation. Any addenda issued will be emailed to all plan holders registered with BidNet.

Proposals and awards under this RFQ are exempt from state procurement laws in accordance with M.G.L. c. 30B, § 1(b)(32A). The City of Medford reserves the right to accept any bid, in whole or in part, to reject any/or all bids and to waive minor irregularities and/or informalities as it deems to be in the best interest of the City.

The City is an Equal Opportunity Employer and encourages MBE/WBE/DBE participation in responses to this RFQ.

**Fiona Maxwell**  
Chief Procurement Officer  
781-393-2465