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READING TOWN HALL
16 LOWELL STREET
READING, MA. 01867

Request for Proposal Ad
Contract No. 27-06

The Town of Reading (Town) invites proposals for **Eastern Gateway Design Guideline Development.**

Proposals with separate, sealed price proposals will be received, by mail or in person, until **2:00 p.m.** on **Thursday, December 3, 2026**, at the TOWN CLERK'S OFFICE, Reading Town Hall, 16 Lowell Street, Reading, MA 01867.

The proposal must clearly state on the exterior that it is for **RFP 27-06 Eastern Gateway Design Guidelines**. Proposals received after the above time and date will be rejected. Emailed and/or faxed proposals will not be accepted. Proposals shall be submitted on the forms furnished and in a sealed envelope clearly marked on the outside with proposer's name, address, and telephone number.

The Proposal, Specifications, Quality factors, and pricing forms for the contract may be found online at https://www.readingma.gov/Bids.aspx after **11:00AM on Monday, November 09, 2026.** There will be no charge for contract documents.

The contract will be awarded under the provisions of MGL c30B.

It is the responsibility of prospective proposers and or proposers to check the Town of Reading's website for new information any addenda or modifications to any solicitation.

The Town of Reading reserves the right to reject any and all proposals, or to award or not to award the contract for any reason the Town Manager determines to be in the Town's and/or the public's best interest. Nothing in this RFP shall require that the Town take the lowest price proposal. Instead, the Town reserves the right to base its decision on the entirety of the information provided, the evaluation of criteria requested, and its sole judgment as to the best service to be provided. Because this service is exempt from the bidding laws, the Town is free to negotiate price and terms with whatever proposer(s)s it chooses, in whatever manner it believes is best suited to the Town's needs.