

**Request for Qualifications
(RFQ)
Engineering Design Services
Quincy Center MBTA Intermodal Facility and Transit Oriented Development Project
City of Quincy, Massachusetts**



In accordance with M.G.L. Chapter 7, the City of Quincy, acting through the Department of Planning and Community Development, and in cooperation with the Massachusetts Bay Transportation Bay Authority (MBTA), is soliciting proposals from qualified individuals and firms to provide professional design services necessary to support the future construction of a new Quincy Center intermodal station, parking garage, busway, and retail and transit oriented development.

Scope of service includes but is not necessary limited to the following activities:

- Preliminary engineering
- NEPA/MEPA Environmental documentation/permitting
- Design Development for a rehabilitated station and parking facilities, and provisions for transit oriented development above the station , and railroad right-of-way
- 25% Design Plans, Specifications for new station and parking facility
- Development a scope of work for a Design/Build/Finance/Operate/Maintain project delivery

Engineering design services shall be conducted in accordance with all pertinent MassDOT, MBTA and City of Quincy design guidelines, requirements, and specifications, and shall be closely coordinated with the design and construction of the Adams Green park space project, the New Quincy Center project, and the restoration of Old Town Hall. A detailed scope of work is contained in this RFQ.

Request for Qualifications will be received at the office of the Purchasing Department; City Hall, 1305 Hancock Street; Quincy, MA 02169, until **July 11, 2013 at 11:00 AM** Late responses will be rejected.

Copies of the Request for Qualifications will be available on **June 13, 2013** and may be obtained from the Purchasing Department; City Hall, 1305 Hancock Street; Quincy, MA 02169, or by calling (617) 376-1060, between 9 AM and 4 PM, Monday through Friday, or you can visit the purchasing Department's website at www.quincevma.gov/Government/PPD/PurchasingBidPage.cfm.

The City of Quincy in cooperation with the MBTA shall determine the selected consultant (s). The City of Quincy reserves the right to withdraw the Request for Qualifications; to reject any and all proposals; and to accept any proposal deemed to be in the best interest of the City of Quincy and the MBTA.

Bids shall be in accordance with any and all M.G.L. Chapter 7, all Federal, State and City of Quincy regulations in relation to Equal Employment Opportunity, OSHA, Employment of Quincy Residents, and subject to the minimum wage rates set under the Massachusetts Prevailing Wage Law Chapter 149, §26. The City reserves the right to waive any informality in or to reject any or all bids when such an action is deemed in the best interests of the City. The City of Quincy reserves the sole right to amend this RFQ by formal Addendum.

PROPSAL PROCEDURES

This Request for Qualifications (RFQ) sets forth the procedures and requirements to be employed by the City of Quincy, Department of Planning and Community Development in cooperation with the Massachusetts Bay Transportation Authority for the selection of an engineering team to provide design and engineering for the

Quincy Center Intermodal Facility. Activities will commence upon selection of the consultant, execution of a reciprocity design agreement with MassDOT, and the issuance of a Notice to Proceed.

FUNDING SOURCES

Funding to advance the design of the new intermodal facility to the 25% level is contingent on the obligation of the City of Quincy's 2011 \$978,000 Transportation Community System Preservation (TCSP) award by the Federal Highway Administration. This discretionary funding is subject to being programmed in the Boston Metropolitan Planning Organization's Transportation Improvement Program (TIP).

In the event that the funding from this source is eliminated or decreased, the City of Quincy reserves the right to terminate the contract or amend it accordingly.

PROJECT BACKGROUND/OVERVIEW

Along with the North Quincy and Wollaston stations, the Quincy Center MBTA station opened in 1971 as part of the Red Line expansion to the South Shore. Unlike Wollaston and North Quincy, the Quincy Center station includes a five-level, 863-space parking structure constructed over the Red Line and Commuter rail tracks. Designed in 1968, the Quincy Center MBTA garage is one of the oldest parking facilities on the system. The garage is integrated with the station; turnstiles on the first level lead to stairs, elevator, and escalator access to the platform level of the red line, and adjoining stairs on the west side lead to the Commuter Rail platform. The original garage construction includes cast-in-place reinforced concrete columns, beams, rib joists, and deck slabs. The garage columns are spaced at either 18 feet (interior bays) or 27 feet (end bays) in the north/south direction, and at 60 feet, 4 inches in the east/west direction, which results in overall garage dimensions 506 feet x 128 feet, 6 inches.

In 2008, the MBTA engaged Kleinfelder/SEA Engineering to perform field observations of the Quincy Center garage and to prepare a condition scoping report. The purpose of this report was to outline needed repairs to the garage based on a 30-year design life. Subsequent to the issuance of this condition scoping report, the MBTA had then directed Kleinfelder/SEA to develop a revised design scope based on a 15-year design life. Design work was halted in February 2011 so that further assessments about the future of garage could be conducted. A subsequent conditions report was issued by Kleinfelder/SEA on July 3, 2012, and then on July 4, 2012 the garage facility was closed indefinitely, as the engineering inspection team observed the following deteriorating conditions: concrete spalling, cracking and delamination as well as corrosion of reinforcing steel within the concrete members.

QUINCY CENTER REDEVELOPMENT

With red line service, Old Colony and Greenbush Commuter rail service, and 14 bus routes, the Quincy Center Station serves as the transit hub for the City of Quincy and for communities located south of Boston. As underscored in the 2006 Quincy Center Vision plan, the Quincy Center MBTA station is an important asset for catalyzing economic development in Quincy Center. The City of Quincy—in partnership with Street-Works, LLC—is in the midst of an unprecedented revitalization of its downtown district with \$1.6 billion in private investment and approximately \$340 million in public investment. Merchants Rowe—the first phase of the redevelopment—will be under construction in April 2013 and will entail the development of a 15-story residential/retail building and a 5-story residential/retail building.

Further, a major component of the redevelopment, which is also identified in the aforementioned vision plan, is the creation of a unifying urban park space that will connect the Quincy Center MBTA station, historic Quincy Town Hall, and the United First Parish Church—the resting place of John Adams and John Quincy Adams and their wives. Preliminary dubbed as "Adams Green," this new public space will serve as the primary gateway from the Quincy Center MBTA station to the Church of the Presidents, the National Park Service Visitors Center and nearby attractions, the Historic Quincy Town Hall and adjacent historic cemetery, and the new downtown commercial uses. Adams Green will be the lynchpin of the Quincy Center Redevelopment.

Given the anticipated influx of visitors, residents, and workers alike, it's critical that the Quincy Center MBTA transit station be a fully-functioning intermodal facility that provides safe and efficient connections into the future Adams Green space, the National Park Service Attractions, and the new Quincy Center Mercantile District.

SCOPE OF SERVICES

The scope of work will entail the production of 25% design and engineering documents for a new 863-space parking facility, new commuter rail and red line station, new bus terminal, and associated transportation, pedestrian, bicycle, and utility upgrades. The anticipated consultant scope of work will include the following to support a future “design/build/finance/operate/maintain” project delivery framework and the future mixed-use development at the new Quincy Center Intermodal Facility:

1. Project Design Administration

- A. Design administrative functions including consultation, meetings and correspondence, and progress review design review meetings with the City and the MBTA.
- B. Permitting review and preparation; the consultant shall assist the City of Quincy and the MBTA in advancing required environmental documentation and regulatory permits as appropriate, e.g., NEPA, MEPA, Section 106 reviews. The consultant shall develop a checklist of the anticipated Federal and State environmental documents and permits. If additional environmental permits are required, the consultant shall coordinate the completion of these activities accordingly.
- C. Meetings with local agencies to ensure compliance with local laws, statutes, regulations, code, and MBTA design standards. Meetings with the Massachusetts Division of Capital Asset Management and Maintenance (DCAMM) and the Massachusetts Judicial Offices to determine requirements for the new 250,000 square foot courthouse facility, which will replace the existing court facility located in Quincy Center. Meetings with National Park Service to determine requirements for a future National Park Facility to be contained within the proposed 100,000 square feet office facility.
- D. Assist in the assembly of any FHWA and/or FTA specific documents necessary for future federal funding strategies.

2. Architectural Design

- A. Preparation of conceptual and building plans, schematic sections, elevations, preliminary selection of building systems and materials, and development of estimated dimensions, area, and volumes for the parking facility, rapid transit and commuter rail station platforms, covered busway, ground level retails, and transit oriented development (located above the station).
- B. Buway and parking garage ingress and egress plans illustrating initial and future access requirements.
- C. Provide three dimensional illustrations of the station garage, retail, busway, and transit oriented development showing exterior, and site aesthetics.
- D. Provide illustrations of a 250,000 courthouse facility, 100,000 square foot office complex, and ground level retail development in the intermodal facility.

3. Structural Engineering/Design

- A. Preparation of conceptual building foundation, floor plans, preliminary grading, location of paving for walkways, driveway, parking, and fencing.

4. Mechanical and Electrical Engineering/Design

- A. Conceptual design, engineering and building plans for all required heating ventilation and air conditioning, plumbing, fire protection, drainage and mechanical systems required for the project.
- B. Conceptual design, engineering and building plans for all required electrical powers service, distribution, lighting, communications, fire detection and security project.

5. Civil Engineering/Site Circulation

- A. Site planning including the layout of site features, structure position, preliminary grading, location of paving.
- B. Preparation of conceptual design of a covered busway and associated structures, features, and way finding that will integrate with the station and parking structures. Further, the design of the busway shall meet the operational requirements of the MBTA with access and egress from the Burgin Parkway side of the station.
- C. Preparation of a conceptual design of a kiss and ride drop off facility that will separate the interaction between buses, pick up/drop off traffic, and taxi cabs.
- D. Preparation of a conceptual design of an internal pedestrian circulation network that eliminates conflicts between pedestrians, buses, and other vehicular traffic. Internal pedestrian circulation plan shall ensure safe, intuitive connections between the station and the adjacent President's Hill residential neighborhood, City Hall, Munroe Place, and the future Adams Green. All pedestrian connections to the Adams Green shall be designed in accordance with the 2010 Adams Green Design Schematic Plan.
- E. Preparation of a site utility plan,

Throughout the project, the selected designer will:

- Coordinate the work of all designers, engineers and sub-consultants on the designer's project team.
- Coordinate the design with ongoing projects in Quincy Center including the Adams Green project and the restoration of Town Hall.
- Coordinate the work of any other consultant (s) retained by the City of Quincy ,MBTA, DECAMM, Justice Department, and the National Park Service in connection with the Quincy Center Intermodal Facility project.
- Provide life-cycle cost analysis of all major components and to assist the MBTA, DECAMM, and the City of Quincy in its decision making.

Support Materials to be provided

The RFQ support materials are provided directly in this document as imbedded hyperlinks.

<http://www.quincyma.gov/government/planning/rfq.cfm>

Proposal Requirements

Five (5) copies of the proposal shall be submitted in a sealed envelope and marked "**Quincy Center Intermodal Facility and Transit Oriented Development project**" to the Purchasing Department, City Hall, 1305 Hancock Street, Quincy, MA 02169, for review by the selection committee. The proposal must include:

1. A comprehensive Statement of Qualifications (SOQ) Narrative that contains the following:

- a) Company History
- b) Organizational chart of team members, resumes, and percentage involvement that each team member will be committed to the project during the design process.
- c) Project Approach/Work Plan: Provide a detailed description of your team's approach to a "design/build/finance/operate/maintain" project development and delivery. Focus on how your specified approach will affect the proposed Quincy Center Intermodal Facility and Transit Oriented Development project. Summarize strategies that your team will use throughout the process to meet

the City of Quincy's and MBTA's collective expectations on design quality. Finally, clearly outline how the project team will maintain the design budget and schedule and report to the City and the MBTA project management team.

- d) Subcontracting Plan: Provide a description of your approach to subcontracting portions of the work. Explain which scopes of work will be self-performed and which will be subcontracted.
- e) Safety and Security Plan: Summarize your plan to comply with the appropriate the City of Quincy MBTA safety and security measures during the design process.
- f) A client reference list, with name, addresses, and telephone numbers, especially for clients for whom the consultant has performed work for on a project of similar complexity, especially those projects involving either the City of Quincy, the MBTA, DECAMM, the Justice Department, and the National Park Service. Provide references from a minimum of three clients
- g) Any other information deemed relevant to the project, and which the consultant believes will further the competitiveness of the proposal, including work sample from similar completed projects.

2. Required Forms and Documentation

- a) Worker's Compensation for the payment of compensation and the furnishing of the benefits under Chapter 152 of the General Laws of Massachusetts (The Worker's Compensation Act) to all employees of the contractor who are subject to the provisions of Chapter 152 of the General Laws of Massachusetts.
- b) Commercial General Liability Insurance coverage which may be provided through primary and excess or umbrella liability policies for limits of \$500,000 general aggregate, and \$250,00 per occurrences.
- c) Certificate of Non Conclusion Form
- d) Signature Authorization Form
- e) Tax Compliance Certificate

Minimum Qualifications of Consultant working directly on this project

Consultants must meet the following minimum criteria:

- A Bachelor's or Master's degree in Civil Engineering, Urban Planning, and Landscape Architecture, plus at least five years full-time experience in an area relevant to the project;
- Registration as a Professional Engineer (PE), American Institute of Certified Planners (AICP), and
- Registered Landscape Architect (RLA);
- Experience carrying out a design project of similar scope and complexity in a historic urban setting.
- Prequalified with MassDOT in the following disciplines: transit and rail systems design, geotechnical engineering including soils and foundation studies, transportation planning, architecture, and environmental studies.
- Any proposal that fails to include all of the above information will be rejected as unresponsive, and will not be afforded a complete review by the evaluation team.

Project Fee (for completion of project as described)

Project fees must be provided for each of the four (5) phases of work as described in the form. Hourly rates will also be required should all parties agree to expand any or all of the Scope of Services proposed. Fees shown shall include all costs and expenses (copying, mileage, photographs, etc.) to complete the scope of work defined in

Scope of Services of this RFQ. The selection committee will select the most overall advantageous proposal. A final project fee will be negotiated prior to execution of the contract with the selected consultant.

Selection Criteria

The selection process will include an evaluation procedure based on the criteria identified below. Finalists may be required to appear for an interview.

- Breadth and depth of prior experience carrying out transportation engineering, planning, and design projects, especially those with complex funding, permitting, and design strategies.
- Breadth and depth of knowledge and prior experience carrying out complex public/private partnerships for large-scale transportation projects
- Demonstrated understanding of the MBTA’s design guidelines, requirements, and specifications.
- Demonstrated ability to help manage a robust public outreach process that includes a wide-range of agencies, stakeholders, and constituencies.
- Demonstrated understanding of the New Quincy Center Land Disposition Agreement and development program and the 2010 Adams Green Design Schematic Report.
- Demonstrated understanding of Quincy’s transportation, historic and cultural resource needs
- Excellent communication, graphic design, and presentation skills
- Professional and educational credentials/qualifications above and beyond minimum qualifications outlined previously.
- Listing of awards received for similar design projects.
- The ability to commence work on an immediate basis.
- Strength and credibility of professional references

Comparative Evaluation Criteria (Selection Criteria)

Comparative Evaluation Criteria will be applied uniformly to all proposals. In accordance with the provisions of M.G.L. Chapter 7, each criterion shall be rated as follows:

- **“Highly Advantageous”** (3 points - response excels on the specific criterion)
- **“Advantageous”** (2 points - response meets evaluation standard for the criterion)
- **“Not Advantageous”** (1 point - response does not fully meet the evaluation criterion or leaves a question or issue not fully addressed)
- **“Unacceptable”** (0 points - response does not address the elements of this criterion)

The purpose of this document is to clarify the ranking system used for all proposals pursuant to the Request for Qualifications (RFQ) and said M.G.L. Chapter 7. Copies of firm/applicant rankings will be kept on file.

1: Overall Experience

Breadth and depth of prior experience carrying out similar transportation engineering, planning, and design projects, especially those with complex funding and permitting strategies, and managing robust public outreach processes.” Further, members of the consultant team shall have prior experience working on MassDOT and MBTA projects with private sector opportunities for transit oriented development.

Points	Rating	Description
0	Unacceptable	The proposal indicates no evidence of “areas of expertise” in consulting necessary to complete this project.
1	Not Advantageous	The proposal indicates evidence of one “area of expertise” in consulting necessary to complete this project.
2	Advantageous	The proposal indicates evidence of more than one “area of expertise” in consulting necessary to complete this project.

3	Highly Advantageous	The proposal indicates evidence that the firm/applicant has substantial in-house “areas of expertise” in consulting necessary to complete this project or that the firm/applicant has made prior arrangements for Sub consultants in areas for which in-house services are unavailable.
---	----------------------------	---

2: Qualifications of Professional Staff Employed by the Project Team Firms

Professional qualifications of members of the consultant team (training/educational background appropriate to the project described herein) and all project personnel, including professional experience above and beyond the minimum qualifications outlined in “Qualifications of Consultant.” Further, all members of the consultant team shall meet the prequalification in the requisite disciplines have substantial knowledge of the MassDOT and the MBTA policies, procedures, and design standards. Qualifications may be verified by a telephone interview and/or in-person interview by the design selection committee.

Points	Rating	Description
0	Unacceptable	The proposal fails to indicate a well-established firm/applicant, with proximity or availability of staff to complete work. The proposal provides no evidence that the firm/applicant is large enough and diverse enough to expedite all work within the City’s schedule.
1	Not Advantageous	The proposal fails to provide either evidence of a well-established firm/applicant, with proximity or availability of staff to complete work. The proposal provides insufficient evidence that the firm/applicant is either large enough or diverse enough to expedite all work within the City’s schedule.
2	Advantageous	The proposal provides a history of the firm/applicant, with proximity or availability of staff to complete work. The proposal provides adequate evidence that the firm/applicant is large enough and/or diverse enough to expedite all work within the City’s schedule.
3	Highly Advantageous	The proposal provides a detailed history of the firm/applicant indicating a well-established firm/applicant, with proximity and availability of staff to complete work. The proposal provides evidence that the firm/applicant is both large enough and diverse enough to expedite all work within the City’s schedule.

3: Demonstrated Understanding of Scope of Work

Demonstrated understanding of the scope of work. Consultant’s proposal shall be complete and address the various design elements stated in this RFQ. Further, the consultant’s proposal shall contain a schedule and benchmarks for the various design deliverables.

Points	Rating	Description
0	Unacceptable	The proposal indicates inadequate review or understanding of the required Scope of Work.
1	Not Advantageous	The proposal indicates incomplete review or a vague understanding of the required Scope of Work.
2	Advantageous	The proposal indicates sufficient review and understanding of the required Scope of Work, and documents the firm/applicant’s proposed approach.
3	Highly Advantageous	The proposal indicates a thorough review and full understanding of the required Scope of Work, and proposes a clear and comprehensive approach.

4: Quality of Past Work

Prior experience carrying out transportation engineering design projects on behalf of MassDOT and municipalities, especially those projects with complicated funding and permitting strategies. Further, the consultant shall have previous experience working with MassDOT and the MBTA on projects with private sector opportunities for Transit Oriented Development. Quality of past consulting as evidenced by sample submissions, and the strength and credibility of client references, all of which may be verified by a telephone and/or an in-person interview.

Points	Rating	Description
0	Unacceptable	None of the sample submissions submitted by the firm/applicant are clear and complete and/or have relevance to the services being solicited under the RFQ.
1	Not Advantageous	One or two of the sample submissions submitted by the firm/applicant are unclear, incomplete, or have little relevance to the services being solicited under the RFQ.
2	Advantageous	All of the sample submissions submitted by the firm/applicant are written clearly and fully cover the relevant subject matter, having clear relevance to the services being solicited under the RFQ.
3	Highly Advantageous	All sample submissions are written clearly, fully cover the relevant subject matter, and also excel with respect to quality, graphics, formats, and/or writing style.

5: Communication and Presentation

Excellent communication, graphic design, and presentation skills

Points	Rating	Description
0	Unacceptable	The written and graphic response submitted by the firm/applicant is both unclear and incomplete.
1	Not Advantageous	The written and graphic response submitted by the firm/applicant is either unclear or incomplete.
2	Advantageous	The written and graphic response submitted by the firm/applicant is clear and complete, and fully covers the relevant subject matter.
3	Highly Advantageous	The written and graphic response submitted by the firm/applicant is clear and complete, fully covers the relevant subject matter, and excels with respect to graphics, formats, and/or writing style.

6: Accessibility and Availableness of the Consultant Team

The consultant team shall demonstrate an ability to commence work on an immediate basis, and to be readily accessible to the City of Quincy and the MBTA throughout the design process.

Points	Rating	Description
0	Unacceptable	The applicant has provided no evidence of familiarity with the area or for availability to begin work and/or ability to ensure project completion.
1	Not Advantageous	The applicant has indicated a vague familiarity with the area or incomplete timeline for availability and/or project completion.

2	Advantageous	The applicant has provided adequate evidence of familiarity with the area, immediate availability and a proposed timeline for project completion.
3	Highly Advantageous	The applicant has provided evidence of familiarity with the area and of immediate availability and has proposed a timeline for project completion which is ambitious and timely in nature.

Submissions

Proposals should be addressed to: Purchasing Department; City Hall; 1305 Hancock Street; Quincy, MA 02169
The final date for submission of proposals is **Thursday, July 11, 2013 at 11:00 a.m.** All late Proposals **Will Be Rejected.**

RFQ Questions

All questions regarding this RFQ should be directed to Katherine R. Hobin, Purchasing Agent through fax: 617-376-1074 and email: khobin@quincyma.gov and cc: to kimtrillcott@quincyma.gov Questions will be accepted until **Wednesday, June 26, 2013 until 4:00 PM.**

FEE PROPOSAL FORM

The undersigned hereby submits a price proposal to perform the services outlined in the Request for:
The Quincy Center Intermodal Facility Project

The **CONSULTANT** hereby pledges to deliver the complete scope of services required, for the rates and charges shown below:

Cost to complete the project:

Task 1: _____

Task 2: _____

Task 3: _____

Task 4: _____

Task 5: _____

Task 6: _____

TOTAL COST:

PROFESSIONAL SERVICES, Hourly Rates:

1. _____

2. _____

3. _____

4. _____

CONSULTANT INFORMATION

Company Name: _____ Contact Name: _____

Street Address: _____ Signature: _____

City/State/Zip: _____ Title: _____

Telephone: _____ Fax: _____ Date: _____

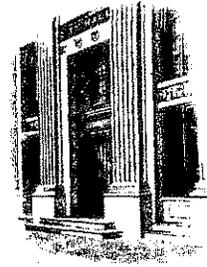
E-Mail Address:

Bidder acknowledges receipt of _____ Addendum (a).

(Signature)



City of Quincy
City Hall
1305 Hancock Street
Quincy, Massachusetts 02169
Purchasing Department



THOMAS P. KOCH
Mayor

Kathryn R. Hobin
Purchasing Agent
Phone: (617) 376-1060
Fax: (617) 376-1074

Certificate of Non-Collusion

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the work "person" shall mean any natural person, business, partnership, corporation, union committee, club or other organization, entity or group of individuals.

Name: _____

Address: _____

City, Town & Zip: _____

Email #: _____

Name of Business: _____



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: (617) 376-1060

Fax: (617) 376-1074

SIGNATURE AUTHORIZATION

At a duly authorized meeting of the Board of Directors of the

(NAME OF CORPORATION)

held on _____, at which all the Directors were present or waived notice, it was
(DATE)

VOTED, that:

(NAME)

(TITLE)

of this company, be and he/she hereby is authorized to execute Contracts and Bonds in the name and behalf of said Company, and affix its Corporate Seal thereto, and such execution of any Contract or obligation in this Company's name on its behalf by such _____ under seal of the Company, shall be valid
(TITLE)

and binding upon this Company. It was further voted that the City of Quincy may rely on such authorization of future Contracts until notified to the contrary.

A true copy,

ATTEST: _____

(CLERK'S SIGNATURE)

PLACE OF BUSINESS: _____

DATE OF THIS CONTRACT: _____

I hereby certify that I am the Clerk of the:

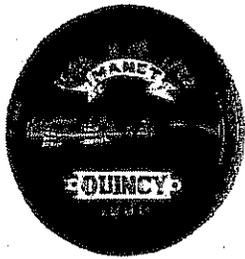
_____ that _____ is the
(COMPANY)

(NAME)

duly elected _____ of said Company, and that the above VOTE has not been
(TITLE)

amended or rescinded and remains in full force and effect as of the date of this Contract.

_____ CORPORATE SEAL



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: 376-1060

Fax: 376-1074

TAX COMPLIANCE CERTIFICATE

MASS. GENERAL LAWS, CH. 62C, S: 49A(b)

I hereby certify that I have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding of child support.

Signed under the pains and penalties of perjury.

(1) Individual Contractor

(Contractor's Name and Signature)

Social Security Number

(2) Corporation, Association
or Partnership

(Contractor's Name)

Federal Tax ID Number, or
Social Security Number

By:

(Authorized Signature)

Note to Contractor: Please sign at (1) or (2), whichever applies.

CHAPTER 62C. ADMINISTRATIVE PROVISIONS RELATIVE TO STATE TAXATION

Chapter 62C: Section 49A Certification of compliance with tax laws as prerequisite to obtaining license or governmental contract

Section 49A. (a) Any person applying to any department, board, commission, division, authority, district or other agency of the commonwealth or any subdivision of the commonwealth, including a city, town or district, for a right or license to conduct a profession, trade or business, or for the renewal of such right or license, shall certify upon such application, under penalties of perjury, that he has complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support. Such right or license shall not be issued or renewed unless such certification is made.

(b) No contract or other agreement for the purposes of providing goods, services or real estate space to any of the foregoing agencies shall be entered into, renewed or extended with any person unless such person certifies in writing, under penalties of perjury, that he had complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

(c) Any such agency, which has been notified by the commissioner pursuant to section forty-seven A that a person who holds a license or certificate of authority issued by such agency or who has agreed to furnish goods, services or real estate space to such agency has neglected or refused to file any returns or to pay any tax required under this chapter and that such person has not filed in good faith a pending application for abatement of such tax or a pending petition before the appellate tax board contesting such tax or has been penalized pursuant to section 9 of chapter 62E for failure to comply with the provisions under said chapter 62E relating to reporting of employees and contractors, or has been penalized pursuant to paragraph (3) of subsection (f) of section 12 of chapter 119A for failure to comply with the provisions under said chapter 119A relating to withholding and remitting child support, shall refuse to reissue, renew or extend such license, certificate of authority, contract or agreement until the agency receives a certificate issued by the commissioner that the person is in good standing with respect to any and all returns due and taxes payable to the commissioner as of the date of issuance of said certificate, including all returns and taxes referenced in the initial notification or, if the licensee has been penalized for failure to comply with the provisions relating to reporting of employees and contractors under chapter 62E or withholding and remitting child support under chapter 119A, a certificate issued by the commissioner that the licensee is in compliance with said provisions.

(d) Any person who owns or leases a motor vehicle or trailer that is required to be registered in the commonwealth under chapter 90 and improperly registers the motor vehicle or trailer in another state or misrepresents the place of garaging of the motor vehicle or trailer in another city or town, shall be considered in violation of laws of the commonwealth relating to taxes under chapter 60A, chapter 64H or chapter 64I. The right, license or contract provided for in subsections (a) and (b) shall not be issued or renewed until the person or business entity has paid all taxes due at the time of application for such right, license or contract.

(e) Any person who, for the purpose of evading payment of a tax pursuant to chapters 59 to 64J, inclusive, willfully makes and subscribes any return, form, statement or other document pursuant to subsection (a), (b) or (d) that contains or is verified by a written declaration that is made under the penalties of perjury, and that contains information that he does not believe to be true and correct as to every matter material to his compliance with all laws of the commonwealth relating to taxes, shall be subject to section 73.