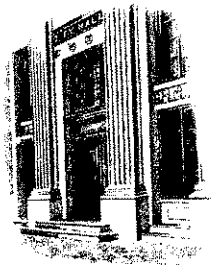
City of Quincy

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

"NOTIFICATION"

INVITATION TO BID
ROAD IMPROVEMENTS -2012
APRIL 5, 2012 @ 11:00 a.m.

PLEASE NOTE: THIS IS A SEPARATE FILE FOR PRINTING OUT JUST THE BID DOCUMENTS THAT YOU WILL NEED TO SUBMIT YOUR BID. SEE COMPLETE SET FOR ALL DOCUMENTS NEEDED FOR REFERENCE.

"DON'T FORGET TO CHECK FOR ANY ADDENDUM BEFORE SUBMITTING BID"

The Department of Public Works for the City of Quincy, Massachusetts is seeking sealed bids for **Road Improvements – 2012** until 11:00 a.m. local time **Thursday, April 5, 2012**, in the offices of the Purchasing Agent, 1305 Hancock St., Quincy, Massachusetts 02169, at which time and place all bids will be publicly opened and read aloud.

The work under this contract consists of: excavation of bituminous concrete by cold planer, reclamation, installation of new bituminous concrete base and top courses; installation of new cement and bituminous concrete and sidewalks. Removal and resetting of existing granite curbing and installation of new granite curbing. Installation of loam and seed as required and all related work to complete the project.

All questions regarding this bid should be directed to Kathryn R. Hobin, Purchasing Agent through a fax: 617-376-1074 and email: khobin@quincyma.gov and cc to ktrillcott@quincyma.gov

Inquiries must be submitted no later than Friday, March 30, 2012 @ 4:00 p.m.

The Purchasing Department is requesting that if you have printed out a copy of this bid, please send a confirming email, so that we may be able to keep track of a plan holders list to send out addenda notices via email addresses.

If you have received this bid from either the City of Quincy Website or through an email it is your responsibility to check for addenda (at www.quincyma.gov) before you turn in your proposal. The City of Quincy will not be responsible any bids received omitting addenda acknowledgement.

The Purchasing Department

Kathryn R. Hobin	*Kim R. Trillcott Caporale*	*Meredith A. Marini*	*Franca Alberti*
Purchasing Agent	*Assistant Contract Supervisor*	*Assistant Contract Coordinator*	*Principal Clerk*
khobin@quincyma.gov	*ktrillcott@quincyma.gov*	*mmarini@quincyma.gov*	*fdevito@quincyma.gov*

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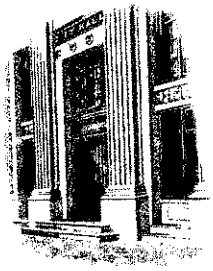

Kathryn R. Hobin
Purchasing Agent
Phone: (617) 376-1060
Fax: (617) 376-1074
TTY/TDD (617) 376-1375

If you have printed out the specifications for **"ROAD IMPROVEMENTS-2012"**, please use this check list to make sure that you have printed out all the required forms and filled them out when you have submitted your completed bid. **Deadline: APRIL 5, 2012 @ 11:00 a.m.**

CHECK LIST	REQUIRED FORMS	PAGE #
_____	BID FORM	00410-1 thru 00410-6
_____	Bid Form/Relevant Previous Experience	00410-9
_____	Bidder's Statement of Qualifications	00410-10 & 11
_____	Signature Authorization	00410-12
_____	Signature Page	00410-13
_____	Tax Compliance	00410-14
_____	5% Bid Bond	00411-1 & 2
_____	Schedule of Participation	00450-9
_____	Letter of Intent MBE	00450-10
_____	Letter of Intent WBE	00450-11
_____	Certification of Bidder	00451-1
_____	Right to Know Law	00451-2
_____	Non-Collusion Affidavit	00451-3
_____	Certification Non-Segregated Facilities	00451-4
_____	Affidavit Regarding Prior Labor Disputes	00451-5
_____	Internal Accounting Controls by CPA	00451-6
_____	Certification of Internal accounting	00451-7
_____	OSHA 10 Form	00452-1
_____	OSHA 10 Form for Sub bidders	00452-2
_____	Indemnity Agreement	00521-1
_____	Contractor's Certification	00525-1
_____	Certification Concerning REO	00750-16

BID FORM

PROPOSAL OF:

(hereinafter called "Bidder", organized and existing under the laws of the Commonwealth of Massachusetts, doing business as:

- a corporation
- a partnership
- an individual.

TO: The Commissioner of Public Works for the City of Quincy, Massachusetts (hereinafter called the City)

In compliance with your Advertisements for Bids, Bidder hereby proposes to perform all work for the **ROADS IMPROVEMENTS- 2012** within ten (10) calendar days following the effective date of the Contract Agreement and fully complete the project within one hundred twenty (**120**) calendar days thereafter. Work performed after this Contract Time Period (Completion) will be subject to liquidated damages. The Bidder further agrees to pay as liquidated damages: $1000.00 for each day thereafter, charged against the Contractor, as provided for in Article 12 of the General Conditions.

Bidder agrees not to withdraw his bid for sixty (60) calendar days after the actual bid opening date and that if the City shall accept this bid, the Bidder will duly execute and acknowledge the Agreement and furnish duly executed and acknowledged, the required Contract Bonds, Insurance Certificates and other documents, within ten (10) calendar days, after the notification that the Agreement and other documents are ready for signature.

Bidder acknowledges receipt of Addenda No. ____ through No.____.

The attached price is to include and cover the furnishing of all materials (except as herein otherwise specified), all labor (requisite or proper), tools, equipment, apparatus and other means of construction, required in the performance of the works included herein, in the manner set forth and shown in the Specifications for the Work and in the form of Contract, and the **completion** thereof as specified herein. Bidder agrees to perform all the work described in the Contract Documents at the following unit price(s)/lump sum(s) for a total amount of $_____.
All prices, except at the extended totals, shall be stated in both words and figures. In the event of a discrepancy between the price in words and the price in figures, the written word shall govern. In the event of a discrepancy between mathematical totals and the totals stated, the mathematical totals shall govern. All prices shall be typewritten or written by hand (printed) in black ink.

BID FORM

The Bidder agrees to perform all the Work described in the Contract Documents for the following unit prices or lump sum(s):

Item No.	Estimated Quantity	Brief Description of Items w/ Unit Bid Price in Words	Unit Bid Price in Figures	Amount in Figures
102.090	26	TREE STUMP REMOVAL		
		_____ each	$_____	$_____
102.190	110	TREE ROOT SYSTEM, CUT BACK & REMOVE		
		_____ each	$_____	$_____
120.100	3074	UNCLASSIFIED EXCAVATION		
		_____ per cubic yard	$_____	$_____
129.000	7773	BITUMINOUS CONCRETE EXCAVATION BY COLD PLANNER		
		_____ per square yard	$_____	$_____
151.220	1112	GRAVEL BORROW FOR SIDEWALKS		
		_____ per cubic yard	$_____	$_____
170.000	35837	FINE GRADING & COMPACTION		
		_____ per square yard	$_____	$_____
220.000	12	DRAINAGE STRUCTURE, ADJUST		
		_____ each	$_____	$_____
220.500	8	DRAINAGE STRUCTURE, REMODEL		
		_____ Each	$_____	$_____

SUB-TOTAL PAGE 00410-2: $_____

Item No.	Estimated Quantity	Brief Description of Items w/ Unit Bid Price in Words	Unit Bid Price in Figures	Amount in Figures
220.700	7	SANITARY STRUCTURE, ADJUST		
		_____ each	$_____	$_____
220.800	7	SANITARY STRUCTURE, REMODEL		
		_____ each	$_____	$_____
222.000	70	REPLACEMENT FRAME AND GRATE/COVER		
		_____ each	$_____	$_____
358.000	175	GATEBOX, ADJUST		
		_____ each	$_____	$_____
381.000	54	SERVICE BOX		
		_____ each	$_____	$_____
403.000	25296	RECLAIMED BASE COURSE		
		_____ square yard	$_____	$_____
405.000	1177	GRAVEL FOR BASE COURSE		
		_____ cubic yard	$_____	$_____
420.000	3638	CLASS 1 BITUMINOUS CONCRETE BASE COURSE		
		_____ ton	$_____	$_____
460.000	3035	CLASS 1 BITUMINOUS CONCRETE TOP COURSE		
		_____ ton	$_____	$_____

SUB-TOTAL PAGE 00410-3: $_____

Item No.	Estimated Quantity	Brief Description of Items w/ Unit Bid Price in Words	Unit Bid Price in Figures	Amount in Figures
460.500	100	CLASS 1 BITUMINOUS CONCRETE LEVELING COURSE		
		_____ per ton	$_____	$_____
463.000	3306	BITUMINOUS FOR TACK/PRIME COAT		
		_____ per gallon	$_____	$_____
472.000	441	HOT MIX ASPHALT FOR MISC. WORK		
		_____ per ton	$_____	$_____
503.000	3220	GRANITE CURB - TYPE VA-3 STRAIGHT		
		_____ per linear foot	$_____	$_____
503.100	290	GRANITE CURB – TYPE VA-3 CURVED		
		_____ per linear foot	$_____	$_____
517.000	94	GRANITE CURB CORNER		
		_____ each	$_____	$_____
580.000	11510	CURB REMOVE & RESET		
		_____ per linear foot	$_____	$_____
583.000	238	CURB CORNER REMOVE & RESET		
		_____ each	$_____	$_____
701.000	2645	CEMENT CONCRETE FOR WALKS		
		_____ per square yard	$_____	$_____

SUB-TOTAL PAGE 00410-4: $_____

Item No.	Estimated Quantity	Brief Description of Items w/ Unit Bid Price in Words	Unit Bid Price in Figures	Amount in Figures
701.100	947	CEMENT CONCRETE @ DRIVES		
		_____ per square yard	$_____	$_____
701.310	656	CEMENT CONCRETE FOR WCR'S w/det. Warn panel		
		_____ per square yard	$_____	$_____
702.100	1410	BITUMINOUS CONCRETE SIDEWALKS		
		_____ per ton	$_____	$_____
748.000	1	MOBILIZATION/DEMOBILIZATION @ 5%		
		_____ lump sum		$_____
751.000	1204	LOAM BORROW		
		_____ per cubic yard	$_____	$_____
765.000	6186	SEEDING		
		_____ per square yard	$_____	$_____
866.040	436	4-INCH WHITE LINE REFLECTORIZED (THERMOPLASTIC)		
		_____ per linear foot	$_____	$_____
866.120	2000	12-INCH WHITE LINE REFLECTORIZED (THERMOPLASTIC)		
		_____ per linear foot	$_____	$_____

SUB-TOTAL PAGE 00410-5: $_____

Item No.	Estimated Quantity	Brief Description of Items w/ Unit Bid Price in Words	Unit Bid Price in Figures	Amount in Figures
867.040	**5100**	**4-INCH YELLOW LINE REFLECTORIZED (THERMOPLASTIC)**		
		_____ per linear foot	$_____	$_____
905.000	**9**	**CONCRETE**		
		_____ per cubic yard	$_____	$_____
999.001	**3150**	**TRAFFIC POLICE DETAILS**		
		Thirty Nine and No Cents per hour	$ 39.00	$ 122,850.00

SUB-TOTAL PAGE 00410-6: $_____

BID FORM (continued)

SUB-TOTAL PAGE 00410-2: $_____

SUB-TOTAL PAGE 00410-3: $_____

SUB-TOTAL PAGE 00410-4: $_____

SUB-TOTAL PAGE 00410-5: $_____

SUB-TOTAL PAGE 00410-6: $_____

TOTAL BID AMOUNT: $_____
(In Figures)

_____
(Total Bid Amount Written In Words)

BID FORM

RELEVANT PREVIOUS EXPERIENCE

The Bidder shall list below the relevant prior work experience on similar projects, and give references that will enable the City to evaluate his qualifications to perform the work under this Contract. The length of the relevant experience must be at least 5 years on projects of comparable size and complexity. The evaluation shall be based on prior experience, work performance and level of key personnel skills, and business standing (add additional page if necessary).

I. PROJECTS

	Completion Date	Project Name	Contract Amount	Design Reference Engineer Name	Reference Phone No.
a.					
b.					
c.					
d.					
e.					
f.					

II. KEY PERSONNEL:

Key personnel to be employed on the job, in the event of contract award. Attach brief education and experience where applicable.

1. _____

2. _____

3. _____

4. _____

BID FORM

STATEMENT OF BIDDER'S QUALIFICATIONS

All questions must be answered and the date given must be clear and comprehensive. This statement must be notarized. If necessary, questions may be answered on separate attached sheet. The bidder may submit any additional information, if desired.

1. Name of Bidder: _____

2. Permanent main office address: _____

   a. Treasury Number (Employer's Identification No.): _____

3. When organized? _____

4. If a corporation, where incorporated? _____

5. How many years have you been engaged in the contracting business under your present firm or trade name? _____

   a. Names and home addresses of principal officers and their social security numbers: (attach separate sheet).

6. Contracts on hand: (Schedule these, showing gross amount of each contract and the approximate anticipated dates of completion. Name and address of client and name of person supervising for client.) (Attach separate sheet)

7. General character of work performed by your company? _____

8. Have you ever failed to complete any work awarded to your? If so, where and why?

   _____

9. Have you ever defaulted on a contract? If so, where and why?

   _____

10. List the more important contracts recently completed by you stating approximate cost of each, and the month and year completed. (Give names and addresses of client and name of person supervising for client). (See attached form.)

11. List your major equipment available for this contract. (Use separate sheet)

12. Experience in construction work similar in importance to this project. (See form)

13. Background and experience of the principle members of your organization, including the officers.

14. Credit available: $_____.

15. Give bank reference, including bank name, address, telephone and contact name.

16. Will you, upon request, fill out a detailed financial statement and furnish any other information that may be required?

17. The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the City of Quincy in verification of the recitals comprising this Statement of Bidder's Qualifications.

Dated this _____ day of _____, 20___.

Name of Bidder: _____

By: _____

Title: _____

State of _____

County of _____

_____ being duly sworn, deposed and says that he is

_____ of _____
(office) (Name of Organization)

and that the answers to the foregoing questions and all statements contained therein are true and correct.

SUBSCRIBED AND SWORN TO, before me the _____ day of _____, 20_____

_____
(Notary Public) Seal

My commission expires: _____

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) (OFFICER)

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
(OFFICER)

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**

SIGNATURE PAGE

DATED: _____

BY: _____
(Signature and Title of Person Authorized to Sign Bid)

_____
(Name of General Bidder)

_____
(Business Address)

_____
(Social Security Number – Federal Tax ID No.)

Telephone Number: (_____) _____

Email: _____

(SEAL: IF BID IS BY A CORPORATION)

ATTEST: _____

The proposed surety company on the bond to be given as follows:

_____
(Contact Name)

_____
(Name of Surety)

_____
(Address of Home Office)

_____
(Massachusetts Address, if different)

_____
(Business Telephone)

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)

(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.

This form may be substituted with standardized form issued by insurance/bonding agent.

BID BOND

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned,

_____ as Principal and

_____ as Surety, are hereby held and firmly bound unto

_____ as OWNER in the penal sum of

for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves,

successors and assigns _____ .

Signed this _____ day of _____, 20

The Condition of the above obligation is such that whereas the Principal has submitted to:

_____ a certain BID, attached hereto and hereby made a part hereof

to enter into a contract in writing for the:

_____

NOW, THEREFORE,

(A) If said BID shall be rejected, or

(B) If said BID shall be accepted and the Principal shall execute and deliver a contract int he Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor, or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID,

then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

This form may be substituted with standardized form issued by insurance/bonding agent.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall in no way be impaired or affected by any extension of the time within which the OWNER may accept such BID, and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these present to be signed by their proper officers the day and year first set forth above.

_____ (L.S.)
Principal

_____
Surety

BY:_____

IMPORTANT: Surety companies executing BONDS must appear on the Treasury Department's most current list (Cir. 570, as amended) and be authorized to transact business in the state where the project is located.

SCHEDULE OF PARTICIPATION
MINORITY AND WOMEN BUSINESS ENTERPRISE

ITEM I - Minority Business Enterprise Participation in the Works

Name and Address of MBE	Nature of Participation	Dollar Value of Participation
1.		
2.		

Total MBE Commitment: _____

Percentage MBE Participation (Total Commitment) / (Total Bid Price) = _____

ITEM II - Women's Business Enterprise Participation in the Works

Name and Address of WBE	Nature of Participation	Dollar Value of Participation
1.		
2.		

Total WBE Commitment:

Percentage WBE Participation (Total Commitment) / (Total Bid Price) =

The bidder agrees to furnish implementation reports as required by the Awarding Authority to indicate the M/WBE which it has used or intends to use. Breach of this commitment constitutes a breach of contract.

Name of General Bidder: _____

Date: _____ By: _____
(Signature)

Note: Participation of a minority-owned or women-owned enterprise may be counted in only one category; the same participation cannot be used in computing the percentage of the Minority Participation and again of Women Participation.

THIS FORM MUST BE SUBMITTED WITH THE BID.

EEO-190

LETTER OF INTENT - MINORITY BUSINESS ENTERPRISE

This form is to be completed by the MBE and must be submitted by the General Contractor as part of the bid proposal. A separate form must be completed for each MBE and WBE involved in the project.

Project Title:_____ **Project Location:** _____

TO:_____
(Name of Bidder)

FROM:_____
(Name of MBE)

☐ I/We intend to perform work in connection with the above project as:

[ ] an individual [ ] a partnership
[ ] a corporation [ ] a joint venture with
[ ] other (explain):

☐ It is understood that if you are awarded the contract, you intend to enter into an agreement to perform the activity described below for the prices indicated.

MBE Participation

Description of Activity	Project Date Commencement	$ Amount	% of Bid Price

The undersigned certify that they will enter into a formal agreement upon execution of the contract for the above referenced project.

BIDDER

_____
(Authorized Signature) DATE

ADDRESS:_____

_____

PHONE: ( )_____

MBE

_____
(Authorized Signature) DATE

ADDRESS:_____

_____

PHONE: ( )_____

******Copy of SOMWBA Certification Letter Must Be Attached and Submitted with Bid.**

LETTER OF INTENT – WOMEN'S BUSINESS ENTERPRISE

This form is to be completed by the WBE and must be submitted by the General Contractor as part of the bid proposal. A separate form must be completed for each MBE and WBE involved in the project.

Project Title:_____ **Project Location:** _____

TO:_____
(Name of Bidder)

FROM:_____
(Name of WBE.)

☐ I/We intend to perform work in connection with the above project as:

[ ] an individual [ ] a partnership
[ ] a corporation [ ] a joint venture with
[ ] other (explain):_____

☐ It is understood that if you are awarded the contract, you intend to enter into an agreement to perform the activity described below for the prices indicated.

WBE Participation

Description of Activity	Project Date Commencement	$ Amount	% of Bid Price

The undersigned certify that they will enter into a formal agreement upon execution of the contract for the above referenced project.

BIDDER

_____
(Authorized Signature) DATE

ADDRESS:_____

_____

PHONE: ( )_____

WBE

_____
(Authorized Signature) DATE

ADDRESS:_____

_____

PHONE: ( )_____

******Copy of SOMWBA Certification Letter Must Be Attached and Submitted with Bid.**

CERTIFICATION OF BIDDER
REGARDING EQUAL EMPLOYMENT OPPORTUNITY

This certification is required pursuant to Executive Order 112A6 (30 R.R. 123 1935). The implementing rules and regulations, provide that any bidder or prospective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract subject to the equal opportunity cause: and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven (7) calendar days after bid opening. No contract shall be awarded unless such report is submitted.

CERTIFICATION BY BIDDER

NAMES AND ADDRESS OF BIDDER (Include Zip Code):

1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause.

   Yes No

2. Compliance reports were required to be filed in connection with such contract or subcontract.

   Yes No

3. Bidder has filed all compliance reports due under applicable instructions, including SF-100.

   Yes No

4. Have you ever been or are you being considered for sanction due to violation of the Executive of 112A6, as amended?

   Yes No

Name and Title of Signatory (Please Type)

Signature:_____ Date:_____

RIGHT-TO-KNOW LAW

A bidder will not be eligible for award of this contract under this invitation for bids unless such bidder has submitted as part of its bid the following certification which will be deemed a part of the resulting contract.

CERTIFICATION

The Bidder hereby certifies that, if awarded this contract, he will fully comply with the Massachusetts Right-To-Know Law, c.470 of the Acts of 1983, (the Act). In addition, he shall:

1. obtain a Material Safety Data Sheet (MSDS), for all substances or mixtures of which appear on the Massachusetts Substance List that he or any of his subcontractors brings to or uses on the work site and will keep a copy of the MSDS on the work site of this contract;

2. label each container of a substance or mixture of substances on the Massachusetts Substance List, as required, in section 7 of the Act;

3. provide the same training and non-technical instruction that he is required to provide under section 15 of the Act to all Quincy personnel. Training shall include instructing on the nature and effects of any substance or mixture of substances listed on the Massachusetts Substance List which the Bidder or any of his subcontractors brings to or uses on the worksite.

4. provide to Quincy DPW employees on the work site the same protective equipment that the bidder or any of his subcontractors provides to his employees.

_____
Signature of Authorized Representative of Bidder

Bidder's Name: _____

Bidder's Address: _____

_____

NON-COLLUSION AFFIDAVIT

A bidder will not be eligible for award of this contract under this invitation for bids unless such bidder has submitted as part of its bid the following certification which will be deemed a part of the resulting contract.

State of _____

County of _____

Date: _____ 20_____

The undersigned being duly sworn, deposes and says that he is the:

_____
(sole owner, partner, president, treasurer, or other duly authorized official)

of _____
(name of company - bidder - as appears in submitted proposal)

for work in _____ on _____
(City/Town) (Bid Opening Date)

and certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this paragraph the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

_____
Signature/Title of Person Making Affidavit

Sworn to before me this:

_____ day of _____ 20_____

_____
(Notary Public)

My commission expires: _____ 20_____

CERTIFICATION
NON-SEGREGATED FACILITIES

The Bidder certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under this control, where segregated facilities are maintained. The Bidder certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The Bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms, and washrooms, restaurants and other eating areas, timeclocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or national origin, because of habit, local custom or otherwise. The Bidder agrees that (except where he has obtained identical certification from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding $10,000.00 which are not exempt from the provisions of the Equal Opportunity clause, and that he will retain such certifications in his file.

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. ss.1001.

Date:_____, 20_____

_____
(Name of Bidder)

Official Address (including Zip Code)

By:

_____

_____
(Title)

_____

AFFIDAVIT
REGARDING PRIOR LABOR DISPUTES

The Bidder must execute and complete the following statements as to whether it has been the subject of, or otherwise been involved in, any labor dispute during the past five (5) years. If the Bidder has been the subject of, or otherwise been involved in any labor dispute during this period, the bidder must also provide a detailed description of each labor dispute, including the name and location of the project worked on, the nature of the dispute was resolved. For these purposes, "labor disputes" shall include picketing or any other activity which disrupted or delayed the work.

I _____, being first duly sworn, do hereby depose/state:
(Name)

1. I make each of the following statements with full authorization to bind

   _____ to each of the representations made below.
   (Name of Bidder)

2. _____ has/has not been involved in a labor dispute
   (Name of Bidder)

   as described above, within the past five (5) years.

3. (Complete only if bidder has been involved in dispute).

   The dispute(s) occurred on the following project(s). (Use separate sheet if necessary)

Name and Location of Project	Date Dispute Began	Date Concluded
a.		
b.		

Attach separate sheet and give full description of the nature of each dispute and an explanation of how it was resolved. (Please give a full description below, for each such dispute).

Signed under the penalty of perjury this _____ day of _____, 20____.

BY: _____

on behalf of: _____
(Company name)

(To be typed onto letterhead of the Certified Public Accountant)

City of Quincy
City Solicitor's Office
1305 Hancock Street
Quincy, MA 02169

Attn: James S. Timmins
City Solicitor

RE: _____
Project Name

Dear Mr.Timmins:

Please be advised that I have reviewed the statement on internal accounting controls prepared by/for _____ (Name of Company), in connection with the above captioned project. This statement is required under Massachusetts General Laws, Chapter 30, Section 39R. In our opinion, representations of management are consistent with our evaluation of the system of internal accounting controls. In addition, we believe that they are reasonable with respect to transactions and assets in amounts which would be material when measured in relation to the firm's financial statements.

Yours sincerely,

_____
Certified Public Accountant

Note: This form is to be completed only when the contract exceeds $100,000. and is for the purchase of materials or for the construction, renovation, etc. of public works or public buildings.

CERTIFICATION

Internal Accounting

The Contractor certifies that it has internal accounting controls, as required by Chapter 30, Section 39R and that the Contractor will:

1. maintain accurate and detailed accounts for a six (6) year period after the final payment;

2. file regular statements of management concerning internal auditing controls;

3. file an annual audited financial statement; and

4. submit a statement from an independent certified public accountant that such CPA has examined management's internal auditing controls and expresses an opinion as to their consistency with management's statements in (2) above, and whether such statements are reasonable with respect to transactions and assets that are substantial in relation to designer's financial statements. General Laws, Chapter 7, Section 301 (e).

Signed under the pains and penalties of perjury:

_____

Name of Company

_____

Authorized Signature

Note: This form is to be completed only when the contract exceeds $100,000 and is for the purchase of materials or for the construction, renovation, etc. of public works or public buildings.

CERTIFICATION OF GENERAL BIDDERS ON PUBLIC CONSTRUCTION PROJECTS

I. CERTIFICATION REGARDING HEALTH AND SAFETY

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least ten hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations application to awards made subject to section 44A.

II. CERTIFICATION REGARDING NON-COLLUSION AND DEBARMENT

The undersigned further certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the Commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date: _____

_____
Name of General Bidder

By _____
Signature

_____
Print name and title

_____
Business Address

_____
Street Address City and State

CERTIFICATION OF SUB- BIDDERS (IF ANY) ON PUBLIC CONSTRUCTION PROJECTS

I. CERTIFICATION REGARDING HEALTH AND SAFETY

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupation Safety and Health Administration that is at least ten hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations applicable to awards of subcontracts subject to section 44F.

II. CERTIFICATION REGARDING NON-COLLUSION AND DEBARMENT

The undersigned further certifies under penalties of perjury that this subbid is in all responses bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the Commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date _____

_____
Name of Sub-bidder

By _____
Signature

_____
Print Name and Title

_____
Business Name

_____
Street Address, City and State

INDEMNITY AGREEMENT

In consideration of the award of Contract No._____

by the City of Quincy, hereinafter referred to as INDEMNITEE, to the CONTRACTOR/BIDDER:

_____

hereinafter referred to as INDEMNITOR, and for other good and valuable consideration, said INDEMNITOR agrees to hold INDEMNITEE, City of Quincy, and its various department and employees harmless from any and all liability, loss or damage that INDEMNITEE may suffer as the result of claims, demands, costs, including attorneys fees, or judgement or other actions against it by reason of any and all work done by or on behalf of the INDEMNITOR in connection with the above-referenced contract.

INDEMNITOR,

_____
By Duly Authorized Agent

Date:_____

CONTRACTOR'S CERTIFICATION

A Contractor will not be eligible for award of a contract unless he has submitted the following certification, which is deemed a part of the resulting contract.

_____ certifies that:

1. it intends to use the following listed construction trades in the work under the contract:

   _____

2. will comply with the minority manpower ratio and specific affirmative action steps contained herein; and

3. will obtain from each of its subcontractors and submit to the contracting administrating agency prior to the award of any subcontract under this contract the subcontractor certification required by these bid conditions.

_____
Contractor's Signature/Authorized Representative

B. SUBCONTRACTOR'S CERTIFICATION

Prior to the award of any subcontract, regardless of tier, the prospective subcontractor must execute and submit to the Prime Contractor the following certification, which will be deemed a part of the resulting subcontract.

_____ certifies that:

1. it tends to use the following listed construction trades in work under the subcontract:

   _____ ; and

2. will comply with the minority manpower ratio and specific affirmative action steps contained herein.

_____
Subcontractor's Signature

In order to ensure that said subcontractor's certification becomes a part of all subcontracts under the general contract, no subcontract shall be executed until an authorized representative of the state/municipal agency (or agencies) administering this project has determined, in writing, that said certification has been incorporated in such subcontract, regardless of tier. Any subcontract executed without such written approval may been deemed invalid.

CERTIFICATION CONCERNING RESPONSIBLE EMPLOYER ORDINANCE

It is hereby certified as a condition for bidding that the bidder and all subcontractors under the bidder shall comply with all of the provisions of the Quincy Responsible Employer Ordinance and with all amendments thereto.

_____
Name of Bidder or Sub-contractor

By: _____
Authorized Agent

_____
Print or Type Name