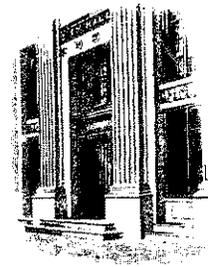




*City of Quincy*  
City Hall  
1305 Hancock Street  
Quincy, Massachusetts 02169  
*Purchasing Department*



Thomas P. Koch  
Mayor

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

**“NOTIFICATION”**  
INVITATION TO BID  
SCHOOL PARKING LOT 2011  
AUGUST 4, 2011 @ 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 **School Parking Lot 2011** until 11:00 a.m. local time **Thursday, August 4, 2011**, in the office 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: full depth reclamation, install binder 2 ½” and top at 1 ½”; drop and adjust all utilities as required; loam and seed as required; install reflectorized thermoplastic as required and all related work to complete the project. All work under this contract shall be completed within ten (10) calendar days and must be complete by August 31, 2011.

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](mailto:khobin@quincyma.gov) and cc to [ktrillcott@quincyma.gov](mailto:ktrillcott@quincyma.gov)

Inquiries must be submitted no later than Friday, July 29, 2011 @ 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](http://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  
Purchasing Agent  
[khobin@quincyma.gov](mailto:khobin@quincyma.gov)

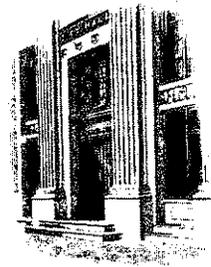
Kim R. Trillcott Caporale  
Assistant Contract Supervisor  
[ktrillcott@quincyma.gov](mailto:ktrillcott@quincyma.gov)

Meredith A. Marini  
Assistant Contract Coordinator  
[mmarini@quincyma.gov](mailto:mmarini@quincyma.gov)

Franca DeVito  
Principal Clerk  
[fdevito@quincyma.gov](mailto:fdevito@quincyma.gov)



*City of Quincy*  
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Mayor

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 "SCHOOL PARKING LOTS 2011", 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: August 4, 2011 @ 11:00 a.m.**

<b>CHECK LIST</b>	<b>REQUIRED FORMS</b>	<b>PAGE #</b>
_____	BID FORM	00410-1 thru 00410-4
_____	Bid Form/Relevant Previous Experience	00410-7
_____	Bidder's Statement of Qualifications	00410-8 & 9
_____	Signature Authorization	00410-10
_____	Signature Page	00410-11
_____	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
_____	Certificate of Acknowledgement of Contractor	00451-8
_____	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	00750-17
_____	<b>Mass Highway Prequalification Certificate</b>	

Only the pages above need to be submitted with bid. There maybe other pages attached which may be considered informational or for reference, or required if awarded this contract.

*If you have printed this bid from the City of Quincy Website or through an email, it is your responsibility to check for addenda at [www.quincyma.gov](http://www.quincyma.gov) before you turn in your proposal.*

*“Please send an acknowledgment that you printed out this bid, to: [ktrillcott@quincyma.gov](mailto:ktrillcott@quincyma.gov) “*

*The City of Quincy will not be responsible any bids received omitting addenda acknowledgement.*

*Thank you*

# 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 **SCHOOL PARKING LOTS 2011** within ten (10) calendar days following the effective date of the Contract Agreement and fully complete the project within 10 (10) calendar days and must be completed by August 31, 2011. 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):

<b>Item No.</b>	<b>Estimated Quantity</b>	<b>Brief Description of Items w/ Unit Bid Price in Words</b>	<b>Unit Bid Price in Figures</b>	<b>Amount in Figures</b>
170.000	6389	<b>FINE GRADING &amp; COMPACTION</b>  _____ per square yard	\$ _____	\$ _____
222.000	3	<b>REPLACEMENT FRAME AND GRATE/COVER</b>  _____ each	\$ _____	\$ _____
403.000	6389	<b>RECLAIMED BASE COURSE</b>  _____ per square yard	\$ _____	\$ _____
420.000	939	<b>CLASS 1 BITUMINOUS CONCRETE BASE COURSE</b>  _____ per ton	\$ _____	\$ _____
460.000	563	<b>CLASS 1 BITUMINOUS CONCRETE TOP COURSE</b>  _____ per ton	\$ _____	\$ _____
463.000	639	<b>BITUMINOUS FOR TACK/PRIME COAT</b>  _____ per gallon	\$ _____	\$ _____
748.000	1	<b>MOBILIZATION/DEMOBILIZATION @ 5%</b>  _____ lump sum	\$ _____	
751.000	100	<b>LOAM BORROW</b>  _____ per cubic yard	\$ _____	\$ _____
<b>SUB-TOTAL PAGE 00410-2: \$</b>				_____

<u>Item No.</u>	<u>Estimated Quantity</u>	<u>Brief Description of Items w/ Unit Bid Price in Words</u>	<u>Unit Bid Price in Figures</u>	<u>Amount in Figures</u>
765.000	500	SEEDING  _____ per square yard	\$ _____	\$ _____
866.040	2000	4-INCH WHITE LINE REFLECTORIZED (THERMOPLASTIC)  _____ per linear foot	\$ _____	\$ _____
905.000	4	CONCRETE  _____ per cubic yard	\$ _____	\$ _____
999.001	80	TRAFFIC POLICE DETAILS  _____ Thirty Nine and No Cents per hour	\$ 39.00	\$ 3,120.00

SUB-TOTAL PAGE 00410-3: \$ \_\_\_\_\_

**BID FORM (continued)**

SUB-TOTAL PAGE 00410-2: \$ \_\_\_\_\_

SUB-TOTAL PAGE 00410-3: \$ \_\_\_\_\_

**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 and all applicable Federal Laws 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.

00410-12

06/03/11

**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.

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 in the 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.

\_\_\_\_\_  
Principal (L.S.)

\_\_\_\_\_  
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 ( <u>Total Commitment</u> )		
(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 ( <u>Total Commitment</u> )		
(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**

<u>Description of Activity</u>	<u>Project Date Commencement</u>	<u>\$ Amount</u>	<u>% of Bid Price</u>
--------------------------------	----------------------------------	------------------	-----------------------

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

**BIDDER**

**MBE**

\_\_\_\_\_  
(Authorized Signature)    DATE

\_\_\_\_\_  
(Authorized Signature)    DATE

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_

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**

**WBE**

\_\_\_\_\_  
(Authorized Signature)    DATE

\_\_\_\_\_  
(Authorized Signature)    DATE

ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_

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 \_\_\_\_\_

Date: \_\_\_\_\_ 20\_\_\_\_\_

County of \_\_\_\_\_

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)

<u>Name and Location of Project</u>	<u>Date Dispute Began</u>	<u>Date Concluded</u>
-------------------------------------	---------------------------	-----------------------

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)

**CERTIFICATE OF ACKNOWLEDGMENT  
OF CONTRACTOR FOR BID**

State of \_\_\_\_\_

Date: \_\_\_\_\_ 19

County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_,

before me personally appeared \_\_\_\_\_

who being duly sworn, did depose and say as follows:

\_\_\_\_\_, that said firm consists of  
(Company Name)

\_\_\_\_\_  
(name of principals in firm and position)

that he executed the foregoing instrument on behalf of said firm for the uses and purposes stated herein. If a corporation, the seal affixed to the foregoing instrument is such corporate seal and it was so affixed by order of the Board of Directors of said corporation, and that by like order, he signed thereto his name and official designation.

\_\_\_\_\_  
(Notary Public) (Seal)

My commissioner expires: \_\_\_\_\_

**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

00452-2

**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

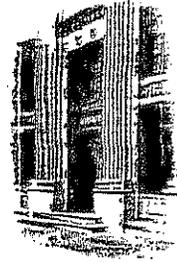
Prior to the award of any subcontract, regardless of tier, the prospective subcontractor must execute and submit to the Prime Contractor the following certification, which will be deemed a part of the resulting subcontract.

\_\_\_\_\_ 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 be 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