City of Quincy

Request for Qualifications
and
Statement of Qualifications
For Filed Subcontractor Services

(pursuant to M.G.L. c. 149, Sec. 44 D¾ and 810 CMR 10.00)

City of Quincy, MA
New Quincy Central Middle School Project
Quincy, MA
August, 2011

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 before you turn in your proposal.

"Please send an acknowledgment that you printed out this bid, to: ktrillcott@quincyma.gov "

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

Thank you

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PART 1
REQUEST FOR QUALIFICATIONS

Section I: General Project Information

A. General Information

Awarding Authority: City of Quincy

Project Title: New Quincy Central Middle School Project, Quincy, MA

Project Location: 15 St. Ann's Road, Quincy, MA 02169

Project Description: Provide and install all site work, utilities and the general construction of the new 114,975 square foot, Quincy Central Middle School in accordance with the plans and specifications.

Submission Deadline: **Thursday, August 25, 2011 by 11:00 A.M. local time**

Submission Address: Quincy City Hall
Purchasing Department
1305 Hancock Street
Quincy, MA. 02169

Estimated Construction Cost: $32 Million US Dollars
Estimated Duration: Fourteen (14) months

Project Team:

Awarding Authority:	City of Quincy
Project Manager:	Tishman Construction Corporation of Massachusetts (TCCMA)
Designer:	Ai3 Architects (Ai3)

Project Specific Requirements: The Project will be subject to the minimum wage rates set under the Massachusetts Prevailing Wage Laws. Workforce utilization goals will apply to the Project as follows:

- The project Minority Business Enterprise ("MBE") participation goal is 7.4%
- The project Women Business Enterprise ("WBE") participation goal is 4%

The Proposer agrees that if it is awarded the contract it will comply with the City of Quincy's Responsible Employer Ordinance dated February 22, 2000, as revised. See Appendix A for City of Quincy Responsible Employer Ordinance.

The project will also be subject to the following City of Quincy Municipal Codes

- City of Quincy Resident Employment participation
- City of Quincy Apprenticeship Program.

B. Sub-trades Subject to Prequalification

This RFQ is to prequalify Subcontractors in accordance with M.G.L. c.149, sec. 44D¾ and 810 CMR 10.00. Subcontractors in the following sub-trades will be prequalified for this Project.

Specification Section #	Trade Category	Estimated Construction Cost for Sub-trade
040001	Masonry	$3,320,000.00
050001	Miscellaneous and Ornamental Iron	$540,000.00
070001	Waterproofing, Damp proofing and Caulking	$196,000.00
070002	Roofing and Flashing	$1,150,000.00
080005	Metal Windows	$1,154,000.00
088000	Glazing	$104,000.00
090002	Lath and Plaster	$1,450,000.00
090003	Tile	$300,000.00
090006	Resilient Flooring	$310,000.00
090009	Painting	$270,000.00
095100	Acoustical Ceilings	$320,000.00
142200	Compact Traction Elevators	$91,000.00
220000	Plumbing	$1,100,000.00
230000	Heating, Ventilation and Air Conditioning	$3,450,000.00
260000	Electrical	$3,247,000.00

Section II: Detailed Project Description

This Request for Qualifications is for the construction of the new 114,975 square foot Quincy Central Middle School.

A summary of the anticipated work is as follows:

- Provide and install all site work, utilities and the general construction of the new 114,975 square foot, Quincy Central Middle School in accordance with the plans and specifications.

Section III: General Instructions

In response to this RFQ, interested Subcontractors are required to submit a Statement of Qualifications ("SOQ") application package as follows:

A. Contents of Statement of Qualifications Application Package

The required SOQ application package consists of the following:

1. Sub RFQ Form 2
2. Schedules A through K to Sub RFQ Form 2;
3. All supporting documentation referenced and required therein; and
4. Required number of copies of items 1-3 above

B. Submission Deadline: See Section I: General Information

An original and (5) complete copies of the interested Subcontractor's SOQ application package must be received by the City of Quincy on or before the Submission Deadline as set forth in Section I, as determined by the City of Quincy's date/time stamp. All envelopes should be **mailed or delivered** to:

Quincy City Hall
Purchasing Department, 2nd Floor
1305 Hancock Street
Quincy, MA. 02169

SOQ application packages received by the City of Quincy later than the Submission Deadline specified in Section I will be rejected and returned to the respondent General Contractor. Respondent Subcontractors are cautioned to allow sufficient time for mailed materials to be received. Telecopied, faxed, or e-mailed qualifications will not be accepted. City of Quincy shall not be responsible for mail not received, deliveries not made, or SOQ application packages not received by the date and time set forth in Section I.

C. Required Exterior Label For SOQ Application Package Envelope

Package(s) **must be labeled on the outside** with the following information: "RFQ for Subcontractors Services," City of Quincy, the Project title, and Subcontractor firm's name, business address and telephone number and Contact person.

SOQs will not be read publicly and should be submitted in a sealed envelope.

D. RFQ Informational Meeting

An informational meeting regarding the prequalification process for this Project will not be held.

E. Site Visit

There will be no site visit for the project during the RFQ process.

F. Review/Availability Of Contract Documents

The drawings and specifications and other documents will not be available to respondent Subcontractors during the RFQ phase.

G. General Contractor Prequalification

The Project will require prequalification of the General Contractors. General Contractors will be prequalified to submit general bids under a separate RFQ and prequalification process:

H. Additional Instructions

See Section VII: Additional Information for additional instructions regarding the prequalification process.

Section IV: Overview Of Prequalification Process

- This Request for Qualifications ("RFQ") is issued pursuant to M.G.L. c. 149, § 44D¾. Firms interested in providing Subcontractor services for the construction of the project described in Section I and Section II ("the Project") MUST submit a Statement of Qualifications ("SOQ") in response to this RFQ to the City of Quincy as instructed in Section III and Section VII, herein.

- The Subcontractor selection process for this Project is a two-part process as set forth in M.G.L. c. 149, § 44D¾. The project delivery method for abatement and demolition will be under M.G.L. c. 149. The City of Quincy is prequalifying firms interested in providing Subcontractor services for the Project through this RFQ prequalification process.

********** *IMPORTANT NOTICES* **********

Participation in the RFP Bidding Phase of this Project will be limited to ONLY those Subcontractor firms who have submitted a SOQ (and required supporting documentation) in response to this RFQ and that have been deemed prequalified by the City of Quincy Prequalification Committee. Subcontractors that fail to respond to this RFQ and submit a SOQ with the required supporting documentation by the Submission Deadline set forth in Section I and Subcontractors that have not been deemed prequalified by the City of Quincy Prequalification Committee shall be automatically disqualified from bidding on this Project.

The City of Quincy is prequalifying all Subcontractors listed in Section I, Part B and the General Contractor for this Project. Therefore, responses to this RFQ will be considered ONLY for the prequalification of Subcontractors that, if deemed prequalified will be invited to submit a bid pursuant to M.G.L. c. 149, § 44F. Any contractor seeking to be prequalified as both a General Contractor and Subcontractor for a particular filed sub-bid trade(s) shall be required to file separate responses to BOTH this RFQ and the RFQ issued to the prospective General Contractors for this Project.

********** *IMPORTANT NOTICES* **********

Section V: Administration/Schedule For Prequalification Process

A. "Two-Part" Selection Process

Selection of the Subcontractors for the Project will be conducted in a **two-part** process as set forth in M.G.L. c. 149, § 44D¾. Subcontractor firms must first be prequalified in the Part One – RFQ/Prequalification Phase in order to bid on the Project in Phase 2 – RFP/Bidding Phase.

1. Part One – RFQ/Prequalification Phase

- **Submission Of Statement Of Qualifications ("SOQ")** - Interested Subcontractor firms must submit a completed SOQ Application Form; completed Schedules A through K, and all required supporting documentation referenced therein in response to this RFQ by the Submission Deadline set forth in Section I.

- **Prequalification Committee** –The City of Quincy has appointed a *Prequalification Committee* to review and evaluate the SOQs (and supporting documentation) submitted by interested Subcontractors. The *Prequalification Committee* shall consist of at least one (1) representative from the Project Designer, four (4) representatives from the City of Quincy.

- **Evaluation By Prequalification Committee** - The *Prequalification Committee* shall meet as necessary to evaluate and review the SOQs (and supporting documentation) submitted by each respondent Subcontractor firm in accordance with the evaluation criteria set forth in Section VI.

- **Notice To Respondent Trade Contractors** – The City of Quincy anticipates concluding the RFQ evaluation and review process within the time set forth in Section V (B) herein. Upon completion of the evaluation and review process described herein, the *Prequalification Committee* shall provide written notice to all respondent Subcontractors as to whether they are deemed prequalified or not. Prequalified Subcontractor firms shall also be invited to participate in Phase Two, the RFP/Bidding Phase of the Subcontractor selection process.

2. Part Two – RFP/Bidding Phase

- Subcontractor firms determined in Part One by the *Prequalification Committee* to be prequalified will be invited to bid on the Project. **Only firms deemed prequalified during Part One – RFQ/Prequalification Phase will be permitted to participate in Part Two, the RFP/Bidding Phase. Firms that are not prequalified by the *Prequalification Committee* and firms that do not participate in the RFQ part will be precluded from participating in Phase Two - the RFP Bidding/Phase.**

B. Anticipated Schedule For Prequalification/Bidding

Anticipated Completion of Prequalification Evaluations: Sept. 8, 2011

Anticipated Issuance of Bid documents to Prequalified Bidders: Sept. 28, 2011

Anticipated Construction Schedule: 14 months

Section VI: Evaluation Procedure/Criteria For Prequalification Selection

A. Sources of Information Considered

Respondent Subcontractors must submit documentation for the four (4) statutory evaluation criteria categories listed herein. Prequalification will be based on the submitted information and materials as well as information on prior project performance, information obtained from references, information obtained from governmental agencies and entities, information contained within DCAM's certification files, and such other information as may be obtained relating to the evaluation criteria categories. The *Prequalification Committee* may also request and review additional information as necessary to clarify or supplement the information provided to or obtained by the City of Quincy.

Do not include superfluous material. You must include the Sub SOQ Response Form, Subcontractor RFQ Form 2 and Schedules A through K attached hereto. You must give complete and accurate answers to all questions and provide all of the information requested. Making a materially false statement in this SOQ submission is grounds for rejection and debarment.

B. Evaluation Procedure

As set forth herein and in accordance with M.G.L. c. 149, § 44D¾ and 810 CMR 10.00, the City of Quincy has established a *Prequalification Committee* for the purpose of reviewing and evaluating responses to this RFQ. The *Prequalification Committee* shall evaluate interested Subcontractors based on the evaluation criteria set forth herein and assign points for each evaluation criterion category and subcategory provided herein. The *Prequalification Committee* shall prepare a written evaluation score form for each respondent Subcontractor that provides a composite point rating and a specific point rating for each of the evaluation criterion set forth in M.G.L. c. 149 and herein. The *Prequalification Committee* shall only prequalify those Subcontractor firms that have achieved the minimum points required in each category set forth herein and a minimum total score of seventy (70) points.

Only Subcontractor firms achieving the minimum score required in each evaluation category set forth herein, as well as a minimum total score of seventy (70) points overall shall be prequalified and invited to submit bids consistent with M.G.L. c. 149, § 44F. An interested Subcontractor's score shall be made available to the Subcontractor upon request.

The decision of the *Prequalification Committee* shall be final and shall not be subject to appeal except on grounds of fraud or collusion.

C. Criteria For Prequalification

SOQs must be submitted on the Subcontractors Sub RFQ Form 2 attached hereto. Interested Subcontractors submitting a SOQ and supporting information in any other form will not be prequalified. The *Prequalification Committee* shall review and evaluate the information submitted by interested Subcontractors in accordance with the statutory point scheme set forth in M.G.L. c. 149, § 44D¾ . Also in accordance with § 44D¾ , the RFQ shall set forth the available points for each evaluation sub-category in order to provide interested Subcontractors prior notice of the points available in each sub-category.

1. **Management Experience - (50 points available in this category; minimum of 25 points required in this category for prequalification approval)**

   a. **Business Owners:** Provide the name, title, including a detailed description of the role and job responsibilities, scope of work and numbers of years with the firm for each of the business owner(s) of the firm. If the respondent Subcontractor is a partnership, **YOU MUST** provide the requested information for each general and limited partner. If the respondent Subcontractor is a corporation or limited liability company, **YOU MUST** provide the requested information for each officer, director and/or member. (0 points available)

   b. **Management Personnel:** Provide the name, title, including a detailed description of the role and job responsibilities, scope of work, education, construction experience, years with the firm and list of all projects completed for all management personnel who will have any direct or indirect responsibility over the Project, including but not limited to project executives, project managers, field superintendents and field engineers.
   (15 points available)

   c. **Similar Project Experience:** Provide the project name(s), description, scope of work, original contract sum, final contract sum with explanation, and date of completion for each and every similar project undertaken by the firm in the last five (5) years. For purposes of this RFQ, "similar projects" shall mean projects where the project was one of similar complexity, and was the approximate size of this project. (15 points available)

   d. **Terminations:** Provide a list of any projects on which the firm was the Subcontractor and was terminated, held in default, or failed to complete the work within the last five (5) year period. Include the name of the project, the timeframe of the project and circumstances surrounding the termination or default. (5 points available)

e. **Legal Proceedings:** Provide information regarding each and every legal proceeding, administrative proceeding and arbitration pending against the Subcontractor. In addition, provide information regarding each and every legal proceeding, administrative proceeding or arbitration concluded adversely to the Subcontractor within the past five (5) years, which relate to the procurement or performance of any public or private construction contract. (5 points available)

f. **Safety Record:** Provide the three (3) year history of the Subcontractor's workers' compensation experience modifier. In addition, provide documentation from the Subcontractor's insurance carrier supporting the rating history provided. (10 points available)

2. **References - (30 points available in this category; minimum of 15 points required in this category for prequalification approval)**

a. **Project References:** Provide reference information for owners and architects for each and every project listed in your response to Section VI(C)(1)(c). Information provided shall at least include project name and the names of the owners and architects, with current address, current telephone and fax numbers, and contact person for each. Note: The *Prequalification Committee* may also consider project reference information and project evaluations obtained from the Update Statement, DCAM's certification files and information provided in response to Subsection 2(c) herein. (10 points available)

b. **Credit References:** Provide a minimum of five (5) credit references, including the telephone and fax numbers of a contact person from key suppliers, vendors and banks. (5 points available)

c. **Public Project Record**: Provide a list of all completed public building demolition projects (as defined by M.G.L. c. 149, § 44A) worked on during the past three (3) years with the project name, scope of work, contract value, start date, completion date, status of the project, owner's name (including address, telephone number, fax number, and contact person) and architect's name (including address, telephone number, fax number and contact person) (15 points available)

3. **Capacity to Complete Projects - (20 points available in this category; minimum of 10 points required in this category for prequalification approval)**

a. **Prior Revenue:** Submit the prior annual revenue for the last three (3) Fiscal years. (10 points)

b. **Revenue Under Contract:** Submit revenue under contract for the next three (3) years. (10 points)

4. **Mandatory Requirements - (no points assigned)**

a. **Bonding Capacity:** Interested Subcontractors must provide a commitment letter (from a surety company licensed to do business in the Commonwealth of Massachusetts and whose name appears on the United States Treasury Department Circular 570) for payment and performance bonds in an amount equal to or greater than one hundred percent (100%) of the estimated abatement and demolition cost that the Subcontractor is seeking prequalification as set forth in Section I.

b. **DCAM Certification:** Interested Subcontractors must provide a currently valid *Certificate of Eligibility* issued by DCAM to the Subcontractor pursuant to M.G.L. c. 149, § 44D showing a single and aggregate capacity rating sufficient for the Project.

c. **Update Statement:** Interested Subcontractors must provide a current and completed Update Statement prepared by the interested Subcontractor.

Section VII: Additional Information

A. Status Of Request For Qualifications

This RFQ is solely a request for information. It does not represent an offer nor does it confer any rights on any respondent Subcontractor. The City of Quincy shall not be responsible under any circumstances for any costs incurred by any respondent Subcontractors to this RFQ. The City of Quincy reserves the right to cancel this procurement at any time if it is in it's the best interest to do so.

B. Treatment of Information Submitted

With the exception of the required audited financial statements, the City of Quincy shall have no obligation to treat any information submitted by an interested Subcontractor in or in connection with a SOQ as proprietary or confidential unless the City of Quincy determines that the information legitimately requires such treatment. In such case, the City of Quincy's obligation with respect to protection and disclosure of such information shall at all times be subject to applicable laws. The City of Quincy shall have the right to use all or portions of the SOQ, as it considers necessary or desirable in connection with the Project. By the submission of a SOQ, the respondent Subcontractor thereby grants to the City of Quincy an unrestricted license to use the SOQ, including all materials submitted therewith, in connection with the project.

C. **Communication Between the City of Quincy and Respondent Subcontractors**

Unauthorized communications or contact between Subcontractors, their employees, agents or other related entities interested in submitting a SOQ and the City of Quincy, the project designer, the project manager, or any other person or entity participating on the *Prequalification Committee* with regard to the Project are strictly prohibited. The only authorized communications shall be inquiries to the City of Quincy for general information about obtaining the RFQ, RFQ submission deadlines, and the existence of any relevant addenda to the RFQ; and inquires made at the official Pre-RFQ Submission meeting held by the City of Quincy as set forth in Section I. Any issues brought to the City of Quincy's attention at the Pre-RFQ Submission meeting, which the City of Quincy determines will require additional clarification will be addressed by issuing a written addendum. Oral and other clarifications will be without legal effect. All addenda will be considered part of this RFQ, and the respondent Subcontractor shall be required to acknowledge receipt of all addenda on the RFQ Proposal Response Form attached to this RFQ. The City of Quincy will mail addenda to all respondent Subcontractors that have mailed or faxed an RFQ Interest Form, Subcontractor RFQ Form 1 to the City of Quincy or have received the RFQ directly from the City of Quincy and will post the addenda on the web site http://www.comm-pass.com in the listing for this Project. It shall be the sole responsibility of the respondent Subcontractor to ascertain the existence of any and all addenda issued by the City of Quincy.

From the date of issuance of this RFQ, any respondent Subcontractor that contacts directly or indirectly any member or employee of the City of Quincy, or the project designer, or the project manager, or any member of the *Prequalification Committee* in connection with the selection process or the contract contemplated herein for this project is subject to disqualification. Contact is permitted for the purpose of obtaining a copy of this RFQ or to submit a verbal or written question or request for clarification at the Pre-RFQ Submission meeting as set forth in Section I.

PART 2
STATEMENT OF QUALIFICATIONS

RFQ Interest Form

SUB RFQ FORM 1

(For Submission to City of Quincy upon receipt)

Instructions: If your firm is interested in responding to the RFQ for Prequalification of Subcontractors for this Project please fill out this Subcontractor RFQ Interest Form and submit to the City of Quincy by facsimile or mail as soon as possible and before you submit your response to the RFQ. Please note that this form may be faxed or mailed to the City of Quincy. However the Statement of Qualifications ("SOQ") with all required forms, attachments, supporting documentation and information submitted in response to this RFQ, cannot be faxed, it must be either hand delivered or mailed to the City of Quincy and be received by the time and date set forth in the RFQ.

Awarding Authority: City of Quincy

Project Title: New Quincy Central Middle School Project, Quincy, MA

Mail or Fax (617-376-1074) this Sub RFQ Interest Form to :

Quincy City Hall
Purchasing Department
1305 Hancock Street
Quincy, MA. 02169

By submitting this Sub RFQ Interest Form the below identified firm is expressing its interest in the above-referenced public building construction project and is requesting that it be added to the list of firms that will receive any addenda to the RFQ on the Project. **The City of Quincy assumes no responsibility for a firm's failure to receive any addenda or other correspondence related to this RFQ due to the firm's failure to submit an RFQ Interest Form as directed above or for any other reason.**

Firm Name : _____

Address : _____

E Mail : _____

Telephone : _____

Fax : _____

By: _____ Date : _____

(Signature of Authorized Representative)

Statement of Qualifications Application for Subcontractors
Sub RFQ Form 2

Note: **See Sections III and VII of Part One, the RFQ for this Project, for instructions on completing this Statement of Qualifications and accompanying Schedules A through K.**

Subcontractor Name: _____

Mailing Address : _____

_____

Street Address (if different) : _____

_____

Contact Person / Title : _____

Telephone # : _____ **Fax # :** _____

Email Address : _____

Note: ***The table below indicates each and every subtrade for which we are seeking prequalification. YOU MUST submit a separate SOQ for each and every one.***

Check each and every Subtrade for which you are seeking Prequalification	Specification Section #	Trade Category
	040001	Masonry
	050001	Miscellaneous and Ornamental Iron
	070001	Waterproofing, Damp proofing and Caulking
	070002	Roofing and Flashing
	080005	Metal Windows
	088000	Glazing
	090002	Lath and Plaster
	090003	Tile
	090006	Resilient Flooring
	090009	Painting
	095100	Acoustical Ceilings
	142200	Compact Traction Elevators
	220000	Plumbing
	230000	Heating, Ventilation and Air Conditioning
	260000	Electrical

1. ***Management Experience* - (50 points available; minimum of 25 points required for prequalification approval)**

   a. ***Business Owners (0 points):*** Interested Subcontractors **MUST COMPLETE** ***Schedule A*** and **MUST ATTACH** to it a resume for each and every business owner of your firm as set forth in *Section VI(C)(1)(a)* of *Part One*, the RFQ for this Project.

   b. ***Management Personnel (15 points)*:** Interested Subcontractors **MUST COMPLETE** ***Schedule B*** and **MUST ATTACH** to it a resume for each and every person who will have **any** management responsibility, direct or indirect, for the Project, including, but not limited to, project executives, project managers, field superintendents and field engineers, as set forth in *Section VI(C)(1)(b)* of *Part One*, the RFQ for this Project.

   c. ***Similar Project Experience (15 points):*** Interested Subcontractors **MUST COMPLETE** ***Schedule C*** and list similar projects for the last five (5) years. For each project, you must include the name, description of project, description of your firm's scope of work, original contract sum, final contract sum (with explanation) and date completed. For the purpose of this *RFQ*, "similar projects" shall be defined as defined in *Section VI(C)(1)(c)* of *Part One*, the *RFQ* for this Project.

   d. ***Terminations (5 points):*** Interested Subcontractors **MUST COMPLETE** ***Schedule D*** and list each and every project on which your firm was terminated or failed to complete the work as set forth in *Section VI(C)(1)(d)* of *Part One*, the *RFQ* for this Project.

   e. ***Legal Proceedings (5 points):*** Interested Subcontractors **MUST COMPLETE** ***Schedule E*** and list any and all legal proceeding or administrative proceeding or arbitration currently pending against your firm. Interested Subcontractors must also list each and every legal proceeding or administrative proceeding or arbitration concluded adversely against your firm within the past five (5) years as set forth in *Section VI(C)(1)(e)* of *Part One*, the *RFQ* for this Project.

   f. ***Safety Record (10 points):*** Interested Subcontractors **MUST COMPLETE** ***Schedule F*** and provide the three (3) year history of its workers' compensation modifier rating as set forth in *Section VI(C)(1(f)* of *Part One*, the *RFQ* for this Project, and **MUST ATTACH** to ***Schedule F*** documentation from its insurance carrier supporting the ratings reported therein or no points may be awarded.

2. ***References* - (30 points available; minimum of 15 points required for prequalification approval)**

   a. ***Project References (10 points):*** Interested Subcontractors **MUST COMPLETE** ***Schedule G*** and provide project references from owners and architects for all projects as required in *Section VI(C)(2)(a)* of *Part One*, the *RFQ* for this Project.

b. ***Credit References (5 points):*** Interested Subcontractors **MUST COMPLETE** ***Schedule H*** and provide a minimum of five (5) credit references as required in *Section VI(C)(2)(b)* of *Part One*, the *RFQ* for this Project.

c. ***Public Project Record (15 points):*** Interested Subcontractors **MUST COMPLETE** ***Schedule I*** and list all completed public building construction projects completed by your firm during the past three (3) years as required in *Section VI(C)(2)(c)* of *Part One*, the *RFQ* for this Project.

3. ***Capacity to Complete Project - (20 points available; minimum of 10 points are required for prequalification approval)***

a. **Prior Revenue *(10 points)*:** Interested Subcontractors **MUST COMPLETE** ***Schedule J*** and list prior revenue for the last three (3) fiscal years. (Note: whether submitted in a sealed envelope or not, such audited financial statements shall not be considered public records).

b. **Revenue Under Contract *(10 points)*:** Interested Subcontractors **MUST COMPLETE** ***Schedule K*** and list revenue under contract for the next three (3) fiscal years. Such financial information shall not be considered public records.

4. ***Mandatory Requirements: (no points are assigned)***

a. **Payment and Performance Bonds:** Interested Subcontractors **MUST ATTACH** to the Sub *RFQ Form 2* a commitment letter (from a surety company licensed to do business in the Commonwealth of Massachusetts and whose name appears on United States Treasury Department Circular 570) for payment and performance bonds in an amount equal to or greater than one hundred percent (100%) of the estimated construction cost of this Project.

b. **Certificate of Eligibility:** Interested Subcontractors **MUST ATTACH** to the Sub *RFQ Form 2* a currently valid *Certificate of Eligibility* (issued by DCAM).

c. **Update Statement:** Interested Subcontractors **MUST ATTACH** to the Sub *RFQ Form 2* a current and completed *Update Statement.*

5. **Execution Requirements**

a. **RFQ Response Checklist:** Before signing and submitting its SOQ application package for this Project, interested Subcontractors are advised to carefully review the *RFQ Response Checklist – Sub RFQ Form 3.*

b. **Acknowledgement of Addenda.** By signing below, the interested Subcontractor **acknowledges receipt of the following addenda** to this RFQ:

Insert Addenda # _____

c. **Incomplete or Inaccurate Information**: Failure to accurately and completely provide the information requested may result in the disqualification.

d. **Authorization to Sign:** This form MUST be signed by an officer of the firm or an individual so authorized by an officer of the firm who has personal knowledge regarding the information contained herein.

e. **Debarment Status:** By signing below, the interested Subcontractor certifies that it is not currently debarred from performing public work for the Commonwealth of Massachusetts or the Federal Government.

SIGNED UNDER THE PAINS AND PENALTIES OF PERJURY:

Signature: _____

Print Name: _____

Title: _____

Telephone: _____

Date: _____

Subcontractor Firm Name: _____

SCHEDULE A – BUSINESS OWNERS: Interested Subcontractor **MUST** provide the following information and attach a copy of the resume for each and every business owner of the firm in accordance with Section VI(C)(1)(a) of *Part One*, the *RFQ* for this Project.

NAME	TITLE	ROLE/JOB RESPONSIBILITIES/ SCOPE OF WORK	# OF YEARS W/FIRM	EDUCATION/EXPERIENCE

Subcontractor Firm Name: _____

SCHEDULE B – MANAGEMENT PERSONNEL: Interested Subcontractors **MUST** provide the following information and attach a copy of the resume for each and every person who will have any direct or indirect management responsibility for the Project, including but not limited to, project executives, project managers, project superintendents, etc. in accordance with Section VI(C)(1)(b) of *Part One*, the *RFQ* for this Project.

NAME	TITLE	ROLE/JOB RESPONSIBILITIES/ SCOPE OF WORK	# OF YEARS W/FIRM	EDUCATION/EXPERIENCE	COMPLETED PROJECTS

Subcontractor Firm Name: _____

SCHEDULE C - SIMILAR PROJECT EXPERIENCE: Interested Subcontractor **MUST** list all similar projects your firm has completed during the last five (5) years. For the purpose of this *RFQ* "similar projects" shall be as defined in *Section VI(C)(1)(c)* of *Part One*, the *RFQ* for this Project.

PROJECT NAME & LOCATION	PROJECT OWNER	PROJECT DESCRIPTION AND SPECIFIC SCOPE	ORIGINAL AND FINAL CONTRACT AMOUNT AND EXPLANATION	DATE COMPLETED (M/D/YYYY)

Subcontractor Firm Name: _____

SCHEDULE D - TERMINATIONS: Interested Subcontractors are required to list each and every project on which it was terminated or failed to complete the project as set forth in *Section VI(C)(1)(d)* of *Part One*, the *RFQ* for this Project.

PROJECT NAME & LOCATION	SCOPE OF WORK PERFORMED	CONTRACTED WITH	START & END DATES	ESTIMATED CONTRACT AMOUNT	% COMPLETE	REASON FOR TERMINATION

Subcontractor Firm Name: _____

SCHEDULE E - LEGAL PROCEEDINGS: Interested Subcontractors are required to list each and every legal proceeding, administrative proceeding or arbitration currently pending and each and every legal proceeding, administrative proceeding and arbitration concluded adversely against it within the past five (5) years as set forth in *Section VI(C)(1)(e)* of *Part One*, the *RFQ* for this Project.

PROJECT NAME & LOCATION	PROJECT OWNER	DESCRIPTION OF LEGAL PROCEEDING (include caption of case, parties, location of proceeding, description of the dispute or enforcement action and status and/or outcome)

Subcontractor Firm Name: _____

SCHEDULE F – SAFETY RECORD: Interested Subcontractors are required to provide the three (3) three year history of its workers' compensation experience modifier and attached documentation from its insurance carrier supporting the ratings reported herein as set forth in *Section VI(C)(1)(f)* of *Part One*, the *RFQ* for this Project.

YEAR	WORKERS' COMP. EXPERIENCE MODIFIER	COMMENTS

Subcontractor Firm Name: _____

SCHEDULE G - PROJECT REFERENCES: Interested Subcontractors are required to list references for prior work your firm has performed as set forth in *Section VI(C)(2)(a)* of *Part One*, the *RFQ* for this Project.

PROJECT TITLE	COMPANY NAME CONTACT PERSON/ADDRESS TELEPHONE# FAX#
	OWNER: **DESIGNER:**
	OWNER: **DESIGNER:**
	OWNER: **DESIGNER:**
	OWNER: **DESIGNER:**
	OWNER: **DESIGNER:**

Subcontractor Firm Name: _____

SCHEDULE H- CREDIT REFERENCES: Interested Subcontractors are required to list a minimum of five (5) credit references from banks, suppliers and/or vendors as set forth in *Section VI(C)(2)(b)* of *Part One*, the *RFQ* for this Project.

CHECK ONE	COMPANY NAME	CONTACT PERSON	TELE#	FAX#
☐ BANK ☐ SUPPLIER ☐ VENDOR				
☐ BANK ☐ SUPPLIER ☐ VENDOR				
☐ BANK ☐ SUPPLIER ☐ VENDOR				
☐ BANK ☐ SUPPLIER ☐ VENDOR				
☐ BANK ☐ SUPPLIER ☐ VENDOR				

Subcontractor Firm Name: _____

SCHEDULE I - PUBLIC PROJECT RECORD: – Interested Subcontractors are required to list all completed public buildings during the past three (3) years in accordance with Section VI(C)(2)(c) of *Part One*, the *RFQ* for this Project. (You may attach additional pages if necessary).

PROJECT INFORMATION	CONTACT INFORMATION Provide business and contact name, address, telephone and fax
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:

Subcontractor Firm Name: _____

SCHEDULE J – PRIOR REVENUE: – Interested Subcontractors are required to list prior revenue for the last three (3) fiscal years in accordance with Section VI(C)(3)(a) of *Part One*, the *RFQ* for this Project.

Firm's fiscal year runs _____ to _____.

YEAR	PRIOR REVENUE ($)

Subcontractor Firm Name: _____

SCHEDULE K – REVENUE UNDER CONTRACT: – Interested Subcontractors are required to list revenue under contract for the next three (3) fiscal years in accordance with Section VI(C)(3)(b) of *Part One*, the *RFQ* for this Project.

Firm's fiscal year runs _____ to _____.

YEAR	REVENUE UNDER CONTRACT ($)

RFQ RESPONSE CHECKLIST – Subcontractor RFQ Form 3

NOTE: LATE APPLICATIONS FOR PREQUALIFICATION WILL NOT BE CONSIDERED. THEREFORE, BEFORE SUBMITTING A RESPONSE TO THIS *RFQ*, PLEASE REVIEW THE FOLLOWING:

- ☐ Did you fax or mail the RFQ Interest Form (RFQ Form 1) to the City of Quincy?
- ☐ Did you complete the entire SOQ application package (RFQ Form 2)?
- ☐ Did you fully complete Schedules A through K?
- ☐ Did you attach the resumes of owners and management personnel identified in your responses to Schedule A and Schedule B?
- ☐ Did you attach the required documentation from your insurance company supporting the workers' compensation modifier history you reported in Schedule F?
- ☐ Do you have the current contact information for all of the references you reported in Schedule G, Schedule H and Schedule I?
- ☐ Did you attach a commitment letter for payment and performance bonds as required in Section 4(a) of Part Two, RFQ Form 2?
- ☐ Did you attach a currently valid DCAM Certificate of Eligibility as required in Section 4(b) of Part Two, RFQ Form 2? (Required as of January 1, 2006)
- ☐ Did you attach a completed and signed Update Statement as required in Section 4(c) of Part Two, RFQ Form 2? (Required as of January 1, 2006)
- ☐ Did you include the original and all required copies of your entire SOQ application package?
- ☐ Did you address the SOQ envelop correctly (i.e. to reference the Project and other required information set forth herein)?
- ☐ Did you review all of the execution requirements before signing the SOQ application form?
- ☐ Is the person who signed the SOQ application form authorized to do so and did his or her correct and current contact information?

APPENDIX A

City of Quincy
Responsible Employer Ordinance

INTRODUCED BY WARD ONE COUNCILLOR GREGORY M. HANLEY

CITY OF QUINCY
IN COUNCIL

ORDER NO.

ORDERED: 2000-078 February 22, 2000

Be it ordained by the City Council that the Revised Ordinances of the City of Quincy, 1993, as amended, be further amended by adding in Title 15 a new section, Section 15.26 entitled *City of Quincy Responsible Employer Ordinance.*

RESPONSIBLE EMPLOYER ORDINANCE

SECTION 15.26.1

All bidders and all subcontractors under the bidders for projects subject to M.G.L.A. C149, S44A(2) shall as a condition for bidding, agree in writing that they shall comply with the following:

A. The bidder and all subcontractors under the bidder shall comply with the Quincy Responsible Employer Policy as it currently exists and as it may, from time to time, be amended.

B. The bidder and all subcontractors under the bidder shall comply with provisions of M.G.L.A. C149 and shall pay the appropriate lawful prevailing wage rates to their employees.

C. The bidder and all subcontractors under the bidder shall maintain or participate in a bona fide apprentice training program as defined by M.G.L.A. C23, S11H AND 11I for each apprenticeable trade or occupation represented in their workforce that is approved by the Division of Apprentice Training of the Department of Labor and Industries and shall abide by the apprentice to journeymen ratio for each trade prescribed therein in the performance of the contract.

D. In a manner that is consistent with applicable law and regulations, any bidder and all subcontractors under the bidder awarded a contract subject to this ordinance, shall recruit workers who are residents of the City of Quincy for each apprenticeable trade or occupation represented in their workforce that is approved by the Division of Apprentice Training of the Department of Labor and Industries, and shall hire qualified residents of the City of Quincy in filling the apprentice to journeymen ratio for each trade prescribed therein in the performance of the contract.

E. The bidder and all subcontractors under the bidder shall furnish, at their own expense, hospitalization and medical benefits at least equivalent to the hospitalization and medical benefits provided by the health and welfare plans in the applicable craft recognized by M.G.L.A.C149, S26 in establishing minimum wage rates for all their employees employed on the project.

YEAS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

NAYS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

ORDERED:

F. The bidder and all subcontractors under the bidder shall maintain appropriate industrial accident insurance coverage for all the employees employed on the project in accordance with M.G.L.A. C152.

G. The bidder and all subcontractors under the bidder shall properly classify employees as employees rather than independent contractors and shall treat said employees accordingly for purposes of workers' compensation insurance coverage, employment taxes, social security taxes and income tax withholding pursuant to M.G.L.A.C149, S148B.

H. All bidders and all subcontractors under the bidders who are awarded contracts or who otherwise obtain contracts on projects subject to M.G.L.A.C149, S44A(2) shall comply with the provisions of the within ordinance and the City of Quincy Responsible Employer Policy for the duration of their work on the project, and an officer of each such bidder or subcontractor under the bidder shall certify under oath and in writing on a weekly basis that they are in compliance with said ordinance and/or policy.

I. Any bidder or subcontractor under the bidder who fails to comply with any of the obligations set forth in the within ordinance and/or the City of Quincy Responsible Employer Policy shall, by vote of the City Council, be subject to one or more of the following: (A) cessation of work on the project until compliance is obtained; (B) withholding of payment due under any contract or subcontract until compliance is obtained; (C) permanent removal from any further work on the project; and (D) liquidated damages payable to the City of Quincy in the amount of 5% of the dollar value of the contract.

J. In addition to the sanctions outlined in subparagraph I above, a general bidder or contractor shall be equally liable for the violations of its subcontractor with the exception of violations arising from work performed pursuant to subcontracts that are subject to M.G.L.A. C149, S44F. Any contractor or subcontractor who has been determined to have violated any of the obligations set forth in this ordinance shall be barred from performing any work on any future projects for six months for a first violation, for three years for a second violation, and permanently for a third violation.

YEAS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

NAYS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

INTRODUCED BY WARD TWO COUNCILLOR DANIEL G. RAYMONDI
WARD ONE COUNCILLOR GREGORY M. HANLEY

CITY OF QUINCY
IN COUNCIL

ORDER NO. 2000-078

ORDERED: February 22, 2000

SECTION 15.26.2

The provisions of this ordinance shall not apply to:(A) construction projects when the low general bid is less than $100,000.00; (B) work performed pursuant to subcontracts that are subject to M.G.L.A.C149, S44F and that were bid for less than $25,000; and (C) re-bids for construction projects for which the City of Quincy receives fewer than three qualified general contract bidders in the original bid.

SECTION 15.26.3

In the event any part of this ordinance shall be held invalid, such invalidity shall no invalidate the whole ordinance but the remaining provisions of this ordinance shall not be affected thereby.

SECTION 15.26.4

All bidders and all subcontractors under the bidders shall provide documentation that they are in compliance with the provisions of this ordinance prior to the bid opening and all bidders and all subcontractors under the bidders shall complete and submit prior to the bid opening the certificate which is attached hereto and made a part of this ordinance.

SECTION 15.26.5

The bidder and all subcontractors under the bidder shall certify in writing that their employees shall be able to work in harmony with employees of all other sub-contractors on the job site. "Harmony" shall be defined to mean that the presence of any subcontractor's employees shall not result in any picket line, work stoppage or any other form of labor demonstrated on the job site or labor organizations representing the trades and/or crafts of the employees on the job sites.

SECTION 15.26.6

Any bidder or subcontractor under the bidder who fails to comply with the harmony requirement outlined above shall be at the sole discretion of the awarding authority, subject to one or more of the following sanctions:

YEAS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

NAYS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

INTRODUCED BY WARD TWO COUNCILLOR DANIEL G. RAYMONDI
WARD ONE COUNCILLOR GREGORY M. HANLEY

CITY OF QUINCY
IN COUNCIL

ORDER NO.

ORDERED:

(A) Cessation of work on the project until compliance with the harmony clause is assured subject to the sole and exclusive judgement of the awarding authority;

(B) Withholding of payment due under any contract or subcontract until compliance with the harmony clause is achieved under the sole and exclusive judgement of the awarding authority;

(C) Permanent removal from any further work on the project;

(D) Those costs incurred by the awarding authority or the bidder or subcontractors under the bidder to provide security which may or may not be in the form of police details, security fences, establishment of separate gates, etc., lost work days for every employee who is prevented from working on the job site by the establishment of picket lines, work stoppage or other labor demonstrations;

(E) Liquidated damages payable to the awarding authority in the amount of 5% of the dollar value of the contract entered into by the bidder or subcontractor under the under the bidder who cannot comply with the harmony clause.

PASSED TO BE ORDAINED JUNE 5, 2000

ATTEST:

CLERK OF COUNCIL

APPROVED

JUN 09 2000

MAYOR

YEAS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

NAYS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

INTRODUCED BY WARD ONE COUNCILLOR GREGORY M. HANLEY
WARD TWO COUNCILLOR DANIEL G. RAYMONDI

CITY OF QUINCY
IN COUNCIL

ORDER NO. 2001-192

ORDERED: August 9, 2001

Be it ordained by the City Council, that the Municipal Code is hereby amended as follows:

In Title 15 Building & Construction, Chapter 15.26 Responsible Employer Ordinance, Section 15.26.010 add the following language in line 2 after Sections 44A(2)

ADD THE FOLLOWING:

Section 15.26.01 "and M.G.L. Chapter 30, Section 39M"

PASSED TO BE ORDAINED SEPTEMBER 24, 2001

ATTEST:

CLERK OF COUNCIL

APPROVED

SEP 28 2001

MAYOR

YEAS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

NAYS Cahill, D'Amico, Durkin, Hanley, Harold, McCauley, McDermott, Newton, Raymondi

00750-15

INTRODUCED BY WARD THREE COUNCILLOR KEVIN F. COUGHLON

F MAYOR'S
SOLICITORS
AUDITORS
ASSESSORS
Purchasing

CITY OF QUINCY
IN COUNCIL

ORDER NO.
ORDERED: 2006-034

January 17, 2006

Be it ordained that the Municipal Code is amended as follows:

In Title 15 Building and Construction Chapter 15.26 Responsible Employer Ordinance Section 15.26.010 (H) is amended as follows:

In line 2 after MCLAC 149,544 add "and MGL Chapter 30, Section 39 M"

And

In Title 15 Building and Construction Chapter 15.26 Responsible Employer Ordinance Section 15.26.010 (H) is amended as follows:

In line 6 after "ordinance and/or policy" add

Said certification shall be provided to the City of Quincy Purchasing Agent and shall include wages paid and health and welfare benefits offered and accepted regarding all contractors/subcontractors who are contracted on projects subject to MGL Chapter 149, Section 44A(2) and MGLA Chapter 30, Section 39M. Said reports shall be made available to the City Council and general public upon request. Any violations of any provision of this ordinance shall be reported by the City Purchasing Agent to the City Council and follow the enforcement procedures outlines therein.

PASSED TO BE ORDAINED MARCH 6, 2006

ATTEST: [signature]
CLERK OF COUNCIL

APPROVED
MAR 9 2006
MAYOR [signature]

YEAS Coughlin, Davis, Finn, Gardner, Gutro, Keenan, Kelly, McCauley, Raymondi

NAYS Coughlin, Davis, Finn, Gardner, Gutro, Keenan, Kelly, McCauley, Raymondi

INTRODUCED BY Mayor Thomas P. Koch
WARD FOUR COUNCILLOR BRIAN PALMUCCI

CITY OF QUINCY
IN COUNCIL

ORDER NO. 2010-152
ORDERED: May 17, 2010

Be it ordained, by the City Council that the Quincy Municipal Code is hereby amended as follows:
In Title 15 Building & Construction Chapter 15.26 Responsible Employer Ordinance is amended by striking out Section 15.26.010 and inserting in place thereof the following new section:

1. By striking out Section 15.26.010 and inserting in place thereof the following new section:

Section 15.26.010 - Compliance of bidders and all subcontractors required—Agreement in writing condition for bidding—Requirements of responsible employer.

All bidders and all subcontractors submitting bids for projects subject to G.L. chap. 149, sec.44A(2)(D) and G.L. chap. 30, sec. 39M, or submitting a request for pre-qualification pursuant to G.L. chap. 149, sec. 44D1/2, 44D3/4 shall, as a condition for bidding or requesting pre-qualification, agree in writing that they shall comply with the following provisions for the entire duration of the contract:

A. The bidder and all subcontractors under the bidder shall comply with the provisions of this chapter as it currently exists and as it may, from time to time, be amended.

B. The bidder and all subcontractors under the bidder shall comply with provisions of G.L. chap. 149 and shall pay the appropriate lawful prevailing wage rates to their employees.

C. The bidder and all subcontractors under the bidder shall maintain, participate and provide proof that they have successfully engaged in a bona fide apprentice training program as defined by G.L. chap. 23, sec.11H and 11I for each apprenticable trade or occupation represented in their workforce that is approved by the Division of Apprentice Training and further that the bidder and all subcontractors under the bidder shall employ apprentices at all times on the project in accordance with the apprentice to journeymen ratio for each trade prescribed therein in the performance of the contract. Proof of successful engagement of a bona fide apprentice training program, as herein referenced, shall be evidence by documentation from the Division of Apprentice Training that the bidder and all subcontractors under the bidder have within the past twelve (12) calendar months graduated and upgraded apprentices for each apprenticable trade or occupation represented in their workforce, at the time of the bid.

YEAS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi
NAYS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi

INTRODUCED BY

CITY OF QUINCY
IN COUNCIL

ORDER NO.
ORDERED:

D. In a manner that is consistent with applicable law, regulations, and Chapter 12.28 of the Quincy Municipal Code, any bidder and all subcontractors under the bidder shall employ qualified workers who are residents of the City of Quincy, in a proportion of thirty-three percent (33%) for each apprenticable trade or occupation represented in their workforce that is approved by the Division of Apprentice Training of the Department of Labor and Industries. If a thirty-three percent (33%) qualified Quincy workforce cannot be achieved, it is incumbent upon the bidder and all subcontractors to prove, in a manner approved by the Purchasing Agent, that the bidder and all subcontractors made a genuine and best effort to achieve said resident workforce representation.

E. The bidder and all subcontractors under the bidder shall furnish, at their own expense, hospitalization and medical benefits at least equivalent to the hospitalization and medical benefits provided by the health and welfare plans in the applicable craft recognized by G.L. chap. 149, sec. 26 in establishing minimum wage rates for all their employees employed on the project.

F. The bidder and all subcontractors under the bidder shall maintain appropriate industrial accident insurance coverage for all the employees employed on the project in accordance with G.L. chap. 152.

G. The bidder and all subcontractors under the bidder shall properly classify employees as employees rather than independent contractors and shall treat said employees accordingly for purposes of workers' compensation insurance coverage, employment taxes, social security taxes and income tax withholding pursuant to G.L chap. 149, sec. 148B.

H. The bidder and all subcontractors under the bidder shall provide a bona fide pension plan for all their employees employed on the project.

I. The bidder and all subcontractors under the bidder must certify, pursuant to provisions of G.L. chap. 149, sec. 44 E (2) E and sec. 44F(2)(I), that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by OSHA that is at least ten (10) hours in duration at the time the employee begins work. Documentation of such successful completion shall be provided.

YEAS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi
NAYS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi

INTRODUCED BY

CITY OF QUINCY
IN COUNCIL

ORDER NO.
ORDERED:

J. The bidder and all subcontractors under the bidder must certify under the pains and penalties of perjury that they are not presently debarred from doing any public construction work in the Commonwealth under the provisions of G.L. chap. 29, sec. 29F, or any other applicable debarment provisions of an other chapter of the General Laws or any rule or regulation promulgated there under. The bidder and all subcontractors under the bidder must disclose whether they are subject to any unresolved debarment proceedings pending at the time of the bid. Any debarment, whether resolved or pending, before the Department of Industrial Accidents, Office of the Attorney General, Division of Capital Asset Management, or any other State or Federal agency must be disclosed. The bidder and all subcontractors under the bidder must certify that they are not on the Federal Government Contractor Exclusion List, or any similar list.

K. Failure of a bidder to comply with any of the foregoing conditions for bidding or requesting pre-qualification shall require rejection of the bid or request for pre-qualification. The Invitation for Bids or Request for Pre-qualifications of Bidders for such projects shall clearly state this requirement. No bidder shall select a subcontractor for work, outside the scope of G. L. chap. 149, sec. 44F that does not comply with the foregoing provisions.

2. By inserting the following new section: Section 15.26.015 Compliance-Enforcement

Section 15.26.015 Compliance—Enforcement

A. All bidders and all subcontractors under the bidders who are awarded contracts shall comply with the provisions of this Chapter\and Chapter 12.28 of the Quincy Municipal Code for the duration of their work on the project, and an officer of each such bidder or subcontractor under the bidder shall certify under oath and in writing on a weekly basis that they are in compliance. The certification shall be provided to the Purchasing Agent and shall include wages paid and health and welfare benefits offered and accepted regarding all employees of all contractors/subcontractors who are contracted on projects subject to G.L. Chap. 149, Sec. 44A(2)(D) and G. L. Chap. 30, Sec. 39M. The Purchasing Agent shall report the failure to file weekly compliance documentation required herein to the City Council and Mayor or his designee. Said reports shall be made available to the general public upon request.

YEAS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi
NAYS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi

ORDER NO.
ORDERED:

B. Any bidder or subcontractor under the bidder who fails to comply with any of the obligations set forth herein shall, by determination of the Mayor or by vote of the whole City Council that violation has occurred, be subject to one or more of the following: (1) cessation of work on the project until compliance is obtained; (2) withholding of payment due under any contract or subcontract until compliance is obtained; (3) permanent removal from any further work on the project; and (4) liquidated damages payable to the city of Quincy in the amount of five percent of the dollar value of the contract. Enforcement of the penalties shall be by the Mayor or his designee.

C. In addition to the sanctions outlined in subsection B above, a bidder shall all be equally liable for the violations of its subcontractor with the exception of violations arising from work performed pursuant to subcontracts that are subject to G.L. chap. 149, sec. 44F.

D. Any bidder or subcontractor under the bidder who has been determined to have violated any of the obligations set forth in this ordinance shall be barred from performing any work on any future projects for six months for a first violation, for three years for a second violation, and permanently for a third violation.

E. The Director of Buildings and Construction, or any individual designated by the Mayor, shall be responsible for compliance and enforcement of the requirements herein for projects subject to G.L. chap. 149, sec. 44A(2)(D). The Commissioner of Public Works, or any individual designated by the Mayor, shall be responsible for the compliance and enforcement of the requirements herein for projects subject to G.L. chap. 30, sec. 39M.

2. **By striking out Section 15.26.020 and inserting in place thereof the *following new section:***

Section 15.26.020 Exceptions
The provisions of this chapter shall not apply to:

A. Bid procedures and contracts awarded pursuant to the provisions of G.L. chap. 30, sec. 39M, for the construction, reconstruction, alteration, remodeling, or repair of any public work or for the purchase of any material wherein the estimated cost by the city is less than one hundred thousand dollars,

YEAS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi
NAYS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi

INTRODUCED BY MAYOR THOMAS P. KOCH

CITY OF QUINCY
IN COUNCIL

ORDER NO.
ORDERED: 2010-152 May 17, 2010

B. Bid procedures and contracts awarded pursuant to the provisions of G.L. chap. 149, sec. 44(A)(2) for the construction, reconstruction, installation, demolition, maintenance or repair of any building wherein the estimated cost by the city is less than one hundred thousand dollars;

C. Bid procedures and contracts awarded pursuant to the provisions of G.L. Chap.149, sec. 44F wherein the estimated cost by the city is less than twenty thousand dollars; and

D. re-bids for construction projects for which the city received less than three bids from responsible and eligible bidders in the original bid.

4. **By striking out Section 12.28.090 in its entirety.**

5. **All other provisions of and amendments to this Ordinance remain in full force and effect.**

PASSED TO BE ORDAINED JUNE 21, 2010

ATTEST:

CLERK OF COUNCIL

APPROVED
JUN 24 2010
MAYOR

YEAS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi
NAYS: Coughlin, Finn, Gutro, Keenan, Laforest, McFarland, McNamee, Palmucci, Raymondi

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.

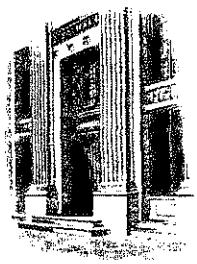
_____
Name of Bidder or Sub-contractor

By: _____
Authorized Agent

_____
Print or Type Name

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

CERTIFICATION PURSUANT TO RESPONSIBLE EMPLOYER ORDINANCE

(Upon Award of Contract)

City Contract Number _____

Name of Contract _____

Contractor Name _____

Contractor Address _____

_____

Certification for the Week Ending _____

I hereby certify as follows:

1. The Contractor is in compliance with the Responsible Employer Ordinance of the City of Quincy.

2. The following wages have been paid by the Contractor (please list by classification and hourly rate)

Classification	Hourly Rate
_____	$ _____ . _____
_____	$ _____ . _____
_____	$ _____ . _____
_____	$ _____ . _____
_____	$ _____ . _____
_____	$ _____ . _____

3. The following health and welfare benefits have been offered by the Contractor and accepted: (e.g. Harvard Pilgrim, Delta Dental, Boston Mutual Life Insurance etc.)

_____

_____

_____

_____

4. That I am duly authorized by the Contractor to sign this Certification.

Signed under the Pains and Penalties of Perjury this _____ day of _____, 200 ___.

_____
Signature

_____
Print Name

(Use additional sheets as necessary)