

# Town of Montague - Request for Quotes



## Grand Avenue Stairway Repair

Millers Falls, MA 01349

Issued: July 15, 2020

Questions Due: Thursday July 23 at 1 PM

Bids Due: Wed, July 29 at 1 PM

## Town of Montague Request for Quotes

### Grand Ave Stairway Repair

In accordance with M.G.L. Chapter 30 section 39M, the Town of Montague will receive written proposals until 1:00PM on Wednesday, July 29, 2020 to repair a concrete stairway connecting the village center of Millers Falls to Highland Park. The property is located off West Main and Grand Ave in Millers Falls, MA on a parcel identified as Assessor's Map 29 Lot 105. Closest address is 9 Grant Avenue. Construction labor associated with this bid is subject to prevailing wage rates.

A copy of the RFQ may be obtained at <https://www.montague-ma.gov/BIDS>.

The contract will be awarded to the responsible contractor offering to perform the work to specifications for the lowest price. Contractors must respond to RFQ requirements, and demonstrate suitable experience and satisfactory references. The Town of Montague reserves the right to reject any or all bids as is determined to be in the best interests of the Town. Key dates include:

RFQ Questions Due:	Thursday July 23 at 1 PM
Bids Due:	Wed, July 29 at 1 PM

Responses must be received in the Montague Planning and Conservation office no later than Thursday, Wed, July 29 at 1 PM and should be addressed as follows:

Grand Ave Stairway Repair  
C/O Montague Planning Department  
One Avenue A, Turners Falls, MA 01376

The Project Contact is:

Walter Ramsey, Montague Town Planner  
One Avenue A Turners Falls, MA  
[planner@montague-ma.gov](mailto:planner@montague-ma.gov)  
413 863-3200 x1112

The Town of Montague is an Equal Opportunity Employer and does not discriminate on the basis of age, gender, race, or disability. SOMWBA certified vendors are encouraged to apply.

## GRAND AVENUE STAIRWAY REPAIR

### A. Project Scope

Contractor will be expected to:

- Repair 32 upper and 39 lower concrete steps using an industry standard repair mortar.
- Remove existing handrails and replace with new painted handrails for the length of the stairway.

The successful bidder will provide all labor, materials and equipment necessary for fulfillment of the Project as specified in this Request for Quotes (RFQ). Construction labor associated with this bid is subject to prevailing wage rates.

Power and bathroom facilities are not available on the work site.



Grant Avenue Staircase from West Main St.

### B. Key Dates

- RFQ questions are due Thursday July 23 at 1 PM Submit to Walter Ramsey at [planner@montague-ma.gov](mailto:planner@montague-ma.gov).
- Bids must be submitted by Wed, July 29 at 1 PM and should be labeled "Grand Avenue Stairway Repair." Submit to the attention of Planning Department at 1 Avenue A, Turners Falls, MA 01376.

### C: Contractor Requirements

Contractor shall:

- Be responsible for verifying any measurements represented in this RFQ.
- Coordinate construction schedule with Montague Planning Department and Department of Public Works.
- As applicable, perform work at prevailing wage and file weekly payroll reports.
- Provide documentation of employee OSHA 10 certification with weekly payroll.
- Warranty all work for a minimum of one year from project completion date.

**D. Required Insurance**

The Contractor shall at all times during the contract maintain in full force and effect Employer's Liability, Worker's Compensation, Bodily Injury Liability, and Property Damage and General Liability Insurance, including contractual liability coverage. All insurance shall be by insurers and for policy limits acceptable to the Town of Montague and before commencement of work hereunder the Contractor agrees to furnish the Town certificates of insurance or other evidence satisfactory to the Town to the effect that such insurance was obtained and is in force.

For the purpose of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

COVERAGES	LIMITS OF LIABILITY
Worker's Compensation	Statutory
Employer's Liability	\$500,000/\$500,000/\$500,000
Automobile Liability	\$1,000,000.00 combined single limit for bodily injury and property damage
General Liability	\$1,000,000.00 each occurrence \$2,000,000.00 aggregate
Excess Umbrella Liability	\$1,000,000

The Town of Montague shall be named as additional insured under the liability and automobile insurance. The excess/umbrella liability insurance policy should contain a broad form general liability endorsement.

## **E. Bidder Instructions –Review Carefully!**

- Note all deadlines as specified in this RFP. The Town of Montague cannot make exceptions for failure to visit the site or accept questions of bids except under the terms specified in this RFP.
  - RFQ Questions Due: Thursday July 23 at 1 PM
  - Bid Due: Wed, July 29 at 1 PM
- The contract will be awarded to the responsible bidder that offers required expertise at the lowest price and is responsive to the RFQ requirements. The Town of Montague will review bidder references. The town retains the right to contact additional references beyond those provided or to not award the contract to a bidder if it judges a bid to not be in the best interest of the town.
- Construction labor associated with this bid is subject to prevailing wage rates.
- The selected contractor will be subject to the terms and conditions of the Town of Montague standard contract - sample attached.
- The Town of Montague is tax exempt. A tax exempt certificate will be provided upon request.
- The Town of Montague will make approved payments within 30 days of receipt of invoice.

### ***Submission Checklist***

**All forms attached to this RFQ should be completed, signed, and returned** as part of the proposal submission. (The contract does not need to be submitted with the bid.)

# Grand Ave Stairway Repair

Proposal Due Date: Wednesday July 29, 1PM

## Required Forms

- Price Quote and References Form
- Certification of Tax Compliance
- Certification of Non-Collusion
- Federal Disclosures
- OSHA Certification
- Labor Harmony Certification
- Debarment and Suspension Certification

Millers Falls Riverfront Trail

**PRICE QUOTE and REFERENCES FORM**

*Note: a 50% Payment Bond will be required if the contract value exceeds \$25,000*

Please indicate your price for completion of all items as specified in Section B, including all requirements described in other sections of this RFQ.

Price for Project as Described in Scope of Work     \$ \_\_\_\_\_

**REFERENCES for at least two similar projects**

1.            Client: \_\_\_\_\_  
                  Location: \_\_\_\_\_  
                  Completion Date: \_\_\_\_\_

2.            Client: \_\_\_\_\_  
                  Location: \_\_\_\_\_  
                  Completion Date: \_\_\_\_\_

**COMPANY Contact Info**

Company Name     \_\_\_\_\_

Address     \_\_\_\_\_

Telephone No.     \_\_\_\_\_

Email Address     \_\_\_\_\_

Signature of Authorized Person  \_\_\_\_\_

Printed Name of Above \_\_\_\_\_

Title of Above \_\_\_\_\_

Date \_\_\_\_\_



# CERTIFICATION OF TAX COMPLIANCE

Any person or corporation that fails to date, sign with original signature, and submit the following statements shall not be awarded this contract.

## Tax Compliance

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.



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Authorized Official's Signature

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Title of Person Signing

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Typed or Printed Name of Person Signing

---

Company Name

---

Telephone Number

---

Address

---

Fax Number

---

Address

---

Date

---

Email Address

# CERTIFICATION OF NON-COLLUSION

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

Date \_\_\_\_\_



\_\_\_\_\_

Authorized Official's Signature

\_\_\_\_\_

Typed or Printed Name of Person Signing

\_\_\_\_\_

Company or Corporation

# FEDERAL DISCLOSURES

The Office of the Attorney General, Washington, DC, requires the following information on all bid proposals amounting to \$1,000.00 or more:

\_\_\_\_\_ Federal Tax ID Number (this number is regularly used by companies when filing their "EMPLOYER'S FEDERAL TAX RETURN, U.S." Treasury Department Form 941

**\*IF A CORPORATION**, INCLUDE WITH YOUR BID A CORPORATE RESOLUTION LISTING ALL DULY AUTHORIZED SIGNERS ON BEHALF OF THE CORPORATION AND **CHECK HERE**

**\*IF A PARTNERSHIP**, INCLUDE A LIST OF NAMES/ADDRESSES OF ALL PARTNERS AND

**CHECK HERE**

**\*IF A PROPRIETORSHIP**, COMPLETELY FILL OUT INFORMATION ABOVE ONLY AND

**CHECK HERE**

# OSHA CERTIFICATION

I hereby certify that the Project Lead or Leads who will be employed and will at all times supervise workers at the work site have successfully passed the OSHA approved 10-hour safety course, and we have proof on file. I also certify that I am able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work.

Date \_\_\_\_\_



\_\_\_\_\_

Authorized Official's Signature

\_\_\_\_\_

Typed or Printed Name of Person Signing

\_\_\_\_\_

Company or Corporation

## LABOR HARMONY CERTIFICATION [M.G.L. c. 30, s. 39S].

By executing this contract the Contractor hereby certifies that that Contractor is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work. The Contractor shall procure materials from such sources and shall manage its own forces and the forces of its Subcontractors and any sub-subcontractors in such a manner as will result in harmonious labor relations on the site. The Contractor shall cause persons to be employed in the Work who will work in harmony with others so employed. Should the Work be stopped or materially delayed in the Awarding Authority's reasonable judgment due to a labor dispute, the Awarding Authority shall have the right to require the Contractor to employ substitutes acceptable to the Awarding Authority.

Date \_\_\_\_\_



\_\_\_\_\_  
Authorized Official's Signature

\_\_\_\_\_  
Typed or Printed Name of Person Signing

\_\_\_\_\_  
Company or Corporation

**DEBARMENT AND SUSPENSION CERTIFICATION**

Any person or corporation that fails to date, sign with original signature, and submit the following statement shall not be awarded this contract.

- 1. The undersigned duly authorized contractor representative certifies to the best of his/her knowledge and belief, that the contractor and its principals is not presently debarred, suspended, purposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- 2. The undersigned certifies under penalties of perjury that the said undersigned is not presently debarred (Chapter 550, Acts of 1991) from doing public construction work in the Commonwealth of Massachusetts under the provisions of Section 29F of Chapter 29 of the General Laws, or any other applicable debarment provisions of any other Chapter of the General Laws, or any Rule or Regulation promulgated thereunder.

Date Authorized Representative’s Signature: \_\_\_\_\_

Typed or Printed Name of Person Signing: \_\_\_\_\_

Company or Corporation: \_\_\_\_\_