

**FILE NO. 5698**

**INVITATION TO BID**

The City of Cambridge, Massachusetts, the Awarding Authority, invites sealed bids for the project:

**CITY of CAMBRIDGE PARKS, CEMETERY and WATER DEPARTMENT  
TREE PRUNING**

Nature and scope of work: **Parks, Cemetery and Water Department Tree Pruning**

Bidding procedures shall be in accordance with M.G.L. c. 30, §39M, as most recently amended, and all other applicable laws.

The estimated project value is: \$150,000.00/yearly

Plans and specifications will be available from **8:30 a.m. to 8:00 p.m. on Mondays, Tuesday through Thursday from 8:30 a.m. to 5:00 p.m. and Fridays from 8:30 a.m. to 12:00 Noon** at the Purchasing Department, City Hall, 795 Massachusetts Avenue, Room 303, Cambridge, MA 02139 beginning **THURSDAY, JANUARY 19, 2012**

The contract documents may be examined at the Office of the Purchasing Agent, room 303, City Hall, 795 Massachusetts Avenue, Cambridge, MA 02139, or at the plan room of Dodge Reports, 24 Hartwell Avenue, Lexington, MA 02173.

Sealed general bids will be received at the Purchasing Department, City Hall, 795 Massachusetts Avenue, Room 303, Cambridge, MA 02139 until **THURSDAY, FEBRUARY 9, 2012 @ 2:00 PM** at which time, all general bids will be publicly opened and read aloud.

**All questions must be faxed not later than 5:00 p.m. on WEDNESDAY, FEBRUARY 1, 2012 to the City of Cambridge Purchasing Department fax #617-349-4008.**

All general bids shall be accompanied by a bid deposit in the form of a certified, cashier's or treasurer's check (**NO CASH**) issued by a responsible bank or trust company made payable to the City of Cambridge or a bid bond, in an amount not less than five percent (5%) of the value of the bid.

The successful general bidder will be required to furnish a Performance Bond and a Labor and Material (Payment) bond each in the amount of one hundred percent (100%) of the contract sum. Bonds shall be obtained from a surety licensed to do business in the Commonwealth of Massachusetts and the form shall be satisfactory to the City of Cambridge.

The successful bidder will also be required to comply with the provisions of Chapter 306 of the Acts of 2004 in regard to required OSHA approved safety & health training.

The City of Cambridge reserves the right to reject any or all general bids if it is in the public interest to do so.

No less than the minimum wage rates as set forth in the schedule contained in the Contract Documents must be paid on this project.

Attention is called to the following programs and ordinances of the City of Cambridge:

1. Supplemental Equal Employment Opportunity Anti-Discrimination and Affirmative Action Program;
2. Minority Business Enterprise Program;
3. Cambridge Employment Plan: minority/women/resident hiring ordinance.
4. Cambridge Responsible Employer Plan
5. Living Wage Ordinance
6. Occupational Safety and Health Administration (OSHA)

Copies of the above are bound in the bid documents and are fully integral portions of the conditions of the contract with which each contractor and sub-contractor must comply.

A pre-bid conference for all bidders will be held as follows:

Date: **THURSDAY, JANUARY 26, 2012**  
Time: **10:00AM**  
Place: **Public Works Main Conference Room  
Frazier Administration Building  
147 Hampshire Street  
Cambridge, MA 02139**

**Cynthia H. Griffin  
Purchasing Agent**

