



# City of Cambridge

Purchasing Department

Cynthia H. Griffin  
*Purchasing Agent*

**TO: ALL BIDDERS**

**FROM: CITY OF CAMBRIDGE**

**DATE: MARCH 26, 2012**

**RE: File No. 5746 – NORTHEAST SECTOR TRAIL IMPROVEMENTS  
ADDENDUM NO. 1**

---

Attached please find a revised general bid form.

**All other details remain the same.**

---

**CYNTHIA H. GRIFFIN**  
**PURCHASING AGENT**

**ADDENDUM NO. 1**



FORMS FOR GENERAL BID

To the Awarding Authority: CITY OF CAMBRIDGE, MASSACHUSETTS

A. The undersigned proposes to furnish all labor and materials required for

NORTHEAST SECTOR TRAIL IMPROVEMENTS  
FRESH POND RESERVATION  
CAMBRIDGE, MA

in accordance with the accompanying plans and specifications including all Labor and Materials, for the contract price specified below, subject to additions and deductions according to the terms of the specifications.

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

The bidder may utilize subcontractors' qualifications for responding to the quality requirements. However, the bidder is specifically advised that any person, firm or other party to whom it proposes to award a subcontract under the terms of this contract must be acceptable to the owner and to the Commonwealth of Massachusetts. The Bidder must identify the Site/Earthwork Contractor (if different) and Landscape Subcontractor (if different) as part of the bid submission, and present evidence that the Landscape Subcontractor can fulfill the requirements stipulated below.

B. QUALITY REQUIREMENTS

The City of Cambridge will reject any bid that does not meet the Quality Requirements. A "no" response or a failure to respond to any of the following Quality Requirements will result in a rejection of your bid.

- |  |     |    |
|--|-----|----|
| 1. The Bidder and/or its subcontractor has experience on at least three (3) public projects in the past three (3) years of similar size and complexity, with a similar number of subcontractors. | YES | NO |
| 2. The Bidder and/or its subcontractor shall have successful experience on at least three (3) successful stabilized aggregate and/or Sta-lok aggregate surfacing installation projects.          | YES | NO |
| 3. The Bidder and/or its subcontractor has successful experience in installing native seed mixes through hand-seeding methods.   | YES | NO |
| 4. The Bidder and/or its subcontractor has worked under contract with the Commonwealth of Massachusetts or with a municipality within the past five (5) years.                                   | YES | NO |

C. This bid includes addenda numbered \_\_\_\_\_

D. The proposed contract price is \_\_\_\_\_ DOLLARS

(\$ \_\_\_\_\_)

E. The subdivision of the proposed contract price is as follows: **(All quantities are approximate)**

Bidder's Name \_\_\_\_\_  
Northeast Sector  
Trail Improvements

BID ITEMS

Item #	Spec. Section Ref.	Estimated Quantity	Units	Description of the Work and Unit Price Bid Written in Words and Numbers	Amount
1390.1	01390	1	Lump Sum	Pre/Post Construction Survey _____ Dollars ( _____ ) Per Lump Sum	\$ _____
1505.1	01505	1	Lump Sum	Mobilization (Maximum 5% of Contract Value) _____ Dollars ( \$ _____ ) Per Lump Sum	\$ _____
1568.1	01568	660	Square Yard	Straw Mulch _____ Dollars ( \$ _____ ) Per Square Yard	\$ _____
1568.2	01568	565	Linear Feet	Straw Wattles _____ Dollars ( \$ _____ ) Per Linear Feet	\$ _____
1568.3	01568	165	Square Yard	Erosion Control Blanket _____ Dollars ( \$ _____ ) Per Square Yard	\$ _____
2100.1	02100	600	Linear Feet	Tree Protection Fence _____ Dollars ( \$ _____ ) Per Linear Feet	\$ _____

Bidder's Name \_\_\_\_\_  
 Northeast Sector  
 Trail Improvements

Item #	Spec. Section Ref.	Estimated Quantity	Units	Description of the Work and Unit Price Bid Written in Words and Numbers	Amount
2100.2	02100	45	Linear Feet	Sawcut Pathway Surfacing (\$ _____) Per Linear Feet	_____ Dollars \$ _____
2100.3	02100	905	Square Yard	Scarify Stabilized Aggregate Surfacing (\$ _____) Per Square Yard	_____ Dollars \$ _____
2100.4	02100	50	Cubic Yard	Remove and Stockpile Stabilized Aggregate Material (\$ _____) Per Cubic Yard	_____ Dollars \$ _____
2100.5	02100	30	Cubic Yard	Dispose Stabilized Aggregate Material (\$ _____) Per Cubic Yard	_____ Dollars \$ _____
2120.1	02120	65	Cubic Yard	Excavation (\$ _____) Per Cubic Yard	_____ Dollars \$ _____

Bidder's Name \_\_\_\_\_  
 Northeast Sector \_\_\_\_\_  
 Trail Improvements \_\_\_\_\_

Item #	Spec. Section Ref.	Estimated Quantity	Units	Description of the Work and Unit Price Bid Written in Words and Numbers	Amount
2120.2	02120	5	Cubic Yard	Gravel Borrow (\$ _____ ) Per Cubic Yard _____ Dollars	\$ _____
2950.1	02950	1	Lump Sum	Sampling and testing of planting soils (\$ _____ ) Per Lump Sum _____ Dollars	\$ _____
2950.2	02950	65	Cubic Yard	Manufacturing, modifying, and screening planting soils (\$ _____ ) Per Cubic Yard _____ Dollars	\$ _____
2952.1	02952	660	Square Yard	Woodland Seed Mix (\$ _____ ) Per Square yard _____ Dollars	\$ _____
2985.1	02985	740	Square Yard	Stabilized Aggregate Surfacing (\$ _____ ) Per Square Yard _____ Dollars	\$ _____

Bidder's Name \_\_\_\_\_  
 Northeast Sector  
 Trail Improvements

Item #	Spec. Section Ref.	Estimated Quantity	Units	Description of the Work and Unit Price Bid Written in Words and Numbers	Amount
2985.2	02985	1	Lump Sum	Coordination with Product Representative One thousand and 00/100 Dollars (\$ 1,000.00 ) Per Lump Sum	\$ _____
2986.1	02986	165	Square Yard	Sta-Lok Aggregate Surfacing (\$ _____ ) Per Square Yard	\$ _____

Total amount of Base Bid based on Engineer's estimate of quantities for Items 1390.1 through 2986.1 inclusive (Basis of Award).

(Amount in Words) \_\_\_\_\_ \$ \_\_\_\_\_ (Amount in Figures)

Write the amount of the BASE BID, in words and numbers, in the spaces provided for the Proposed Contract Price on Page 00300-1 of the Form for General Bid.

Bidder's Signature: \_\_\_\_\_

Bidder's Name \_\_\_\_\_  
 Northeast Sector  
 Trail Improvements

- F. The undersigned agrees if selected as General Contractor, within ten (10) working days after presentation thereof by the City, the Contractor will:
1. Execute a contract in accordance with the terms of this general bid;
  2. Furnish a performance bond and a labor and materials or payment bond;
    - a. of a surety company qualified to do business under the laws of the Commonwealth and satisfactory to the City;
    - b. in the sum of one hundred percent of the contract price;
    - c. premiums for each are to be paid by the General Contractor.
  3. provide an Insurance certificate specifying the City of Cambridge as **Additional Insured**, complying with the Insurance requirements set forth herein in the General Terms and Conditions of the contract, Article 8.
- G. Bidder understands that the Owner reserves the right to reject any or all bids and to waive any minor informalities in the bidding prices.
- H. Total bid amount is to be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.
- I. The bidder hereby certifies it shall comply with the minority workforce ratios and specific action contained in the Living Wage Ordinance, and the Americans with Disabilities Act. The contractor receiving the award of the contract shall be required to obtain from each of its subcontractors and submit to the contracting or administering agency prior to the performance of any work under said contract a certification by said subcontractor, regardless of tier, that it will comply with same.
- J. The bidder agrees that this bid shall be good and may not be withdrawn for a period of 90 days after the scheduled closing time for receiving bids.
- K. The bid security attached in the sum of \_\_\_\_\_  
 \_\_\_\_\_ (\$ \_\_\_\_\_) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

The undersigned certifies that it possesses the skill, ability and integrity necessary for the faithful performance of the work; that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in 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 10 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 who, where the provisions of section 8B of chapter 29 apply, shall have been determined to be qualified thereunder; and who obtains within 10 days of the notification of contract award the security by bond required under section 29 of chapter 149; provided that for the purposes of this section the term "security by bond" shall mean the bond of a surety company qualified to do business under the laws of the commonwealth and satisfactory to the awarding authority.

The undersigned certifies under penalties of perjury that this bid or proposal has been made and

Bidder's Name \_\_\_\_\_  
 Northeast Sector \_\_\_\_\_  
 Trail Improvements \_\_\_\_\_

submitted in good faith and without collusion or fraud with any other person. As used in this certification, the "person" shall mean any natural person, joint venture, business, partnership, corporation, or other business or legal entity.

"I certify under the penalties of perjury that I have complied with all of the laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support".

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 provision of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date \_\_\_\_\_

BY: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
( Name of General Bidder)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Business Address)

\_\_\_\_\_  
(City and State)

-END OF SECTION 00300-

CITY OF CAMBRIDGE, MASSACHUSETTS

**BID BOND**

We, the undersigned, \_\_\_\_\_ as Principal, and \_\_\_\_\_ as Surety, are hereby held and firmly bound unto the CITY OF CAMBRIDGE, a municipality in the County of Middlesex and Commonwealth of Massachusetts, in the penal sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), for the payment of which, well and truly to be made. We hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

The condition of the above obligation is such that the Principal has submitted to the City of Cambridge, Massachusetts, a certain Bid attached hereto and hereby made a part hereof for the Project described as **NORTHEAST SECTOR TRAIL IMPROVEMENTS**.

If the Principal fails to perform their agreement to execute a contract and furnish a performance bond and a labor and materials or payment bond as stated in his/her/its bid in accordance with the applicable state statute or fails in all other respects to perform the agreement created by the acceptance of said bid, his/her/its bid deposit shall become and be the property of the City of Cambridge as liquidated damages.

If said Bid shall be rejected because of death, disability, bona fide clerical or mechanical error of a substantial nature, or other similar unforeseen circumstances affecting the Principal, their bid bond shall be returned to him/her/it.

The Surety, for value received, hereby agrees that its obligations and its bond shall in no way be impaired or affected by an extension of the time in which the City of Cambridge may accept such bid and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and have caused this bond to be signed by their proper officers on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

CONTRACTOR AS PRINCIPAL

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Name and Title

SEAL

SEAL

SURETY

SECTION 00312

NOTARIZED STATEMENT OF BIDDER'S QUALIFICATIONS

All questions must be answered and the data given must be clear and comprehensive. **This statement must be notarized.** If necessary, questions may be answered on separate attached sheets. The Bidder may submit any additional information it desires.

1. The names, titles, residences of all persons and parties interested in this Proposal as principals are as follows:

Note: Give the first and last names in full. In the case of corporation, give names of officers and directors; in the case of a partnership, give names of all partners.

IMPORTANT: Be sure residences are listed below.

Name	Title	Home Address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. When organized.

\_\_\_\_\_

3. If a corporation, where incorporated.

\_\_\_\_\_

4. List three (3) projects where you have successfully installed **stabilized aggregate and/or Sta-Lok surfacing** under your present firm or trade name within the past three years.

\_\_\_\_\_

\_\_\_\_\_

5. What projects similar to this one is your organization currently performing? Provide the following information:

Name and Address of Owner for Whom Work is Being Done	Whether Work Being Done as Contractor or Sub-contractor	Description of Work	Approximate Amount of Contract	Approximate Completion Date of Work
---	---	---------------------	--------------------------------	-------------------------------------

---



---



---



---



---



---



---



---

6. What is the general nature of work normally performed by your company?

---



---



---

7. Has your present organization ever failed to complete any work awarded to it? If so, state when, where, and why.

---



---



---

8. Has your present organization ever defaulted on a contract? If so, state when, where, and why.

---



---



---

9. List a minimum of three (3) projects of character similar to that proposed that your present organization has completed. Provide the following information:

Name and Address of Owner for Whom Work is Being Done	Whether Work Being Done as Contractor or Sub-contractor	Description of Work	Approximate Amount of Contract	Approximate Completion Date of Work
---	---	---------------------	--------------------------------	-------------------------------------

---



---



---



---



---



---



---

10. Describe equipment available for the performance of this contract by setting forth make, model and year, size, number, and type for each such piece of equipment (a) owned, (b) currently rented or (c) to be rented. Bidder must set forth description of all equipment it plans to use whether rented or owned.

(a) Owned

---



---



---



---

(b) Rented

---



---



---



---

Name of Bidder: \_\_\_\_\_  
 Northeast Sector  
 Trail Improvements

00312-3

STATEMENT OF BIDDERS  
 QUALIFICATIONS

11. Background and experience of the principal member of your organization, including the officers.

---

---

---

---

12. Who will be the contractor's on site project manager? State such person's qualifications. Also list names of employees who will be participating in this contract and their qualifications (years of experience, etc.).

---

---

---

13. Give below the name and address of one or more banks which have information that would enable them to advise regarding the financial ability of your company.

Name of Bank

Address

---

14. Indicate Name of all Subcontractors that will be working on this project.

---

15. Employer Identification No. (Treasurer's No.)

---

16. Name, Signature, and Title of officer preparing this proposal.

Name \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Northeast Sector  
Trail Improvements

00312-4

STATEMENT OF BIDDERS  
QUALIFICATIONS

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

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
(Signature)

Tel. No. \_\_\_\_\_

BY \_\_\_\_\_

Title \_\_\_\_\_

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

as:

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

\_\_\_\_\_, being duly sworn,

deposes and says that he is \_\_\_\_\_ of

\_\_\_\_\_  
(Name of Organization)

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

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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

My commission expires \_\_\_\_\_, 20\_\_\_\_



**Chapter 306 of the Acts of 2004  
An Act Relative to the Health and Safety on Construction Projects**

**GENERAL CONTRACTOR'S CERTIFICATION - BID FORM**

\_\_\_\_\_ (Name of General Bidder) hereby certifies that it,  
and all its subcontractors who are not filed subbidders shall:

(1) who shall certify 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 a least 10 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.

Signed under the penalties of perjury. \_\_\_\_\_ (date)

\_\_\_\_\_  
Signature of authorized representative of contractor

\_\_\_\_\_  
Print name of authorized representative of contractor

**RETURN THIS FORM WITH YOUR BID**

**CORI COMPLIANCE FORM**

Persons and businesses supplying goods and/or services to the City of Cambridge (“Vendors”), who are required by law to perform CORI checks, are further required by Section 2.112.060 of the Cambridge Municipal Code to employ fair policies, practices and standards relating to the screening and identification of persons with criminal backgrounds through the CORI system. Such Vendors, when entering into contracts with the City of Cambridge, must affirm that their policies, practices and standards regarding CORI information are consistent with the policies, practices and standards employed by the City of Cambridge as set forth in the City of Cambridge CORI Policy (“CORI Policy”) attached hereto.

CERTIFICATION

The undersigned certifies under penalties of perjury that the Vendor employs CORI related policies, practices and standards that are consistent with the provisions of the attached CORI Policy. **All Vendors must check one of the three lines below.**

1. \_\_\_\_\_ CORI checks are not performed on any Applicants.
2. \_\_\_\_\_ CORI checks are performed on some or all Applicants. The Vendor, by affixing a signature below, affirms under penalties of perjury that its CORI policies, practices and standards are consistent with the policies, practices and standards set forth in the attached CORI Policy.
3. \_\_\_\_\_ CORI checks are performed on some or all Applicants. The Vendor’s CORI policies, practices and standards are not consistent with the attached CORI Policy. Please explain on a separate sheet of paper.

\_\_\_\_\_  
(Typed or printed name of person signing quotation, bid or Proposal)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(Name of Business)

**NOTE:**

The City Manager, in his sole discretion may grant a waiver to any Vendor on a contract by contract basis.

**Instructions for Completing CORI Compliance Form:**

A Vendor should not check Line 1 unless it performs NO CORI checks on ANY applicant. A Vendor who checks Line 2 certifies that the Vendor’s CORI policy conforms to the policies, practices and standards set forth in the City’s CORI Policy. A Vendor with a CORI policy that does NOT conform to the City’s CORI Policy must check Line 3 and explain the reasons for its nonconformance in writing. Vendors, who check Line 3, will not be permitted to enter into contracts with the City, absent a waiver by the City Manager.

This form must be submitted with your bid

AMERICANS WITH DISABILITIES ACT (42 U.S.C. 12131)

Section 504 of the Rehabilitation Act of 1973

The American with Disabilities Act ("the Act") applies to all employers of fifteen or more employees. All Contractors that are subject to the Act must comply with its provisions. In further compliance with the Act, all Contractors who enter into contracts with the City are prohibited from discrimination against the City's employees, regardless of the size of the Contractor.

The Act protects against discrimination on the basis of "disability", which is defined as a physical or mental impairment that substantially limits at least one "major life activity"; discrimination against a person having a history or has a record of such impairment; and discrimination against an individual regarded - even if inaccurately - as having such an impairment. The Act also expressly prohibits job discrimination that is based on an individual's relationship or association with a disabled person.

The bidder shall not discriminate against any qualified employee or job applicant with a disability and will make the activities, programs and services covered by any contract awarded through this procurement readily accessible to and usable by individuals with disabilities. To be qualified for a job, or to avail oneself of a bidder's services, the individual with the disability must meet the essential eligibility requirements for receipt of the bidder's services or participation in the bidder's programs or activities with or without: 1) reasonable modifications to the bidder's rules, policies and practices; 2) removal of architectural, communication, or transportation barriers; or, 3) provisions of auxiliary aids and services

By submitting its bid, the bidder certifies to the City of Cambridge that it understands and will comply with all applicable provisions of the Act, including compliance with applicable provisions of Section 504 of the Rehabilitation Act of 1973, if the bidder is receiving federal funds.

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

As required by M.G.L. c. 62C, 49A, the undersigned certifies under the penalties of perjury that the bidder has complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

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

---

(Print Name of person signing bid)

---

(Signature & Title)

Name of Bidder: \_\_\_\_\_