

FILE NO. 6204

INVITATION FOR BID

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

HVAC MAINTENANCE AND REPAIR AT VARIOUS LOCATIONS

Nature and scope of work: Provide all qualified and certified labor, materials and equipment to perform preventative and unscheduled maintenance and repairs of HVAC systems.

Bidding procedures shall be in accordance with M.G.L. c 149 as most recently amended, and all other applicable laws. The duration of this contract shall be one year with two-one year options to renew. **The City will award one contract to the responsive and responsible bidder offering the lowest total price for year one**

DCAM Certification

All parties desiring to submit general bids must submit with their bids a copy of the Contractor's certificate of eligibility (DCAM Form CQ7) and an update statement (DCAM Form CQ3) in the category of: HVAC

The estimated project value is: \$500,000+/- per year

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, September 26, 2013** upon payment of a refundable fee of \$50.00 for each set in the form of a check made payable to the city of Cambridge. For the mailing of the plans and specifications, the bidder must prepay a mailing and handling fee of \$10.00 per set. No partial sets will be distributed.

The contract documents may be examined at the Office of the Purchasing Agent, room 303, City Hall, 795 Massachusetts Avenue, Cambridge, MA 02139.

Sealed general bids will be received at the Purchasing Department, City Hall, 795 Massachusetts Avenue, Room 303, Cambridge, MA 02139 until **Thursday, October 24, 2013 @ 2:00 PM** at which time, all general bids will be publicly opened and read aloud.

Please submit an original and copy of all bids.

All questions must be faxed not later than 4:00 p.m. on Thursday, October 16, 2013 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 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. The City of Cambridge reserves the right to reject any sub-bid on any sub-trade if it determines that such sub-bid does not represent the sub-bid of a person competent to perform the work as specified or that less than three such sub-bids were received and that the prices are not reasonable for acceptance without further competition.

No less than the prevailing 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. Cambridge Living Wage Ordinance.
2. OSHA Certification
3. CORI City Policy

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: **Wednesday, October 9, 2013**
Time: **10:00 a.m.**
Place: **Simard Building Conference Room
Rear 147 Hampshire Street
Cambridge, MA 02139**
Contact: **Tim Boughner**

**Cynthia H. Griffin
Purchasing Agent**