



City of Cambridge

PURCHASING DEPARTMENT

795 Massachusetts Ave. • Cambridge, Massachusetts 02139-3219

Amy L. Witts
Purchasing Agent

TO: All Bidders

FROM: City of Cambridge

DATE: June 17, 2015

RE: File No. 6883 – Graham & Parks School Front Entry and Back Schoolyard Improvements- Addendum No. 1

THIS ADDENDUM CONTAINS THE FOLLOWING:

- I Contract Drawing Edits
- II. Specification Edits
- III. Revised Bid Form
- IV. Attachments

I. CONTRACT DRAWING EDITS

1. Drawing S1.01 add the following notes:

8. "APPLY COLOR SURFACE COATING TO ALL EXISTING HORIZONTAL CONCRETE SURFACES AND THE VERTICALLY SAWCUT PORTION BETWEEN STAIR 1 AND THE END OF RAMP 1. THE COATING SHALL EXTEND OVER THE ENTIRE HORIZONTAL SURFACES AND STOP AT THE BOTTOM OF THE FIRST RISER OF EACH STEP. COATING SHALL BE SKID RESISTANT WITH COLOR COATING PER SPECIFICATION ITEM 45: METHYL METHACRYLATE COLORED SLIP RESISTANT COATING SYSTEM"

2. Drawing S1.01: Delete "PARTIAL DEMOLITION PLAN"
3. Drawing S1.01: Delete "SECTION 1 – DEMOLITION SECTION"
4. Drawing S1.02: Add "SECTION 2A" on SK-S-01 for Stair No. 1 only.

II. SPECIFICATION EDITS

1. Add the attached Specification Item 45 : "METHYL METHACRYLATE COLORED SLIP RESISTANT COATING SYSTEM"

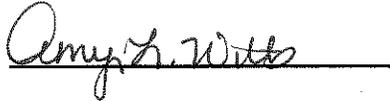
III. REVISED BID FORM

1. A Revised Bid Form, reflective of changed contained in this Addenda, has been issued and is attached. This Revised Bid Form shall be returned with each prospective bidder's bid.

IV. ATTACHMENTS:

1. Specification Item 45 : Methyl Methacrylate Colored Slip Resistant Coating System
2. SK-S-01
3. Revised Bid Form

All other details remain the same.



Amy L. Witts
Purchasing Agent

Addendum No. 1

ITEM 45- Methyl Methacrylate Colored Slip Resistant Coating System

PART I - GENERAL

1.01 DESCRIPTION

- A. This section specifies the furnishing and installation of a methyl-methacrylate, colored skid resistance coating system. The coating shall incorporate fine aggregates to provide a slip resistant finish. The color shall be selected by the Owner's Representative. The system includes a methyl methacrylate primer.

1.02 SUBMITTALS

- A.
 - 1. Latest edition of Manufacturer's literature including performance data and installation procedures.
 - 2. List of references with similar applications using the same methyl methacrylate coatings system.
- B. Samples
 - 1. A 3 inch square sample of the proposed membrane. Color, texture and thickness shall be representative of overall appearance.

1.03 JOB CONDITIONS

- A. Environmental Requirements
 - 1. Application can proceed while air and substrate temperatures are between 14° F (0° C) and 120° F (40° C) providing the substrate is above the dew point. Outside of this range, the manufacturer shall be consulted.
 - 2. The Applicator shall be provided with adequate disposal facilities for non-hazardous waste generated during installation of the System.
- B. Safety Requirements
 - 1. All open flames and spark-producing equipment shall be removed from the work area prior to commencement of application.
 - 2. "No Smoking" signs shall be posted at the entrances to the work.
 - 3. Non-product and/or -application-related personnel in the work area shall be kept to a minimum.

1.04 SEQUENCING AND SCHEDULING

- A. The Applicator, General Contractor and the Owner's Representative shall agree upon a Schedule for coordination between trades working in the area to receive the System.

1.05 DELIVERY, STORAGE AND HANDLING

A. Packaging and Shipping

- 1. All components of the System shall be delivered to the site in the Manufacturer's packaging, clearly identified with the products type and batch number.

B. Storage and Protection

- 1. The Applicator shall be provided with a storage area for all components. The area shall be cool, dry and out of direct sunlight and in accordance with the Manufacturer's recommendations and relevant health and safety regulations.
- 2. Copies of Material Safety Data Sheets (MSDS) for all components shall be kept on site for review by the Owner's Representative or other personnel.

PART II - MATERIALS

2.01 MATERIALS

A. Primer

- 1. The primer shall be 100% solvent-free reactive methyl-methacrylate based, two-component resin capable of a full cure in 40 minutes at 68° F (20° C).

B. Methacryalte Coating

- 1. The colored methyl methacrylate coating membrane shall be 100% solvent-free reactive, requiring the addition of a catalyst to create a chemical bond to the primer and a chemical cure and shall not depend on solvent or water evaporation.
- 2. The System shall be "Safetrack SC" by Stirling Lloyd or an approved equal, based on methyl methacrylate.

3. The System shall meet the following properties:

BS EN ISO 4624:2003	
Concrete substrate	≥ 150 psi
Steel substrate	≥ 300 psi
Asphalt substrate	≥ 75 psi
Skid Resistance Value (TRL Pendulum)	45 (minimum)
Wheel Tracking Test HD28/94	Zero Erosion
Low Temperature Flexibility (ASTM C836 at 14°F)	No Visible Cracks
Crack Accommodation (BS 8110 Part 2:1985)	Pass

PART III - EXECUTION

3.01 INSPECTION

- A. Prior to priming of the surface, the Owner's Representative, General Contractor and Applicator shall inspect and approve the prepared substrate.
 - 1. Random tests for adequate tensile bond strength shall be conducted on the substrate by the Applicator at the job site using an Elcometer Adhesion Tester Model 106 or similar at a minimum frequency per 5,000 ft² (500 m²). Smaller areas shall receive a minimum of three tests.
 - 2. Adequate surface preparation will be indicated by tensile bond strengths of primer to the substrate greater than or equal to 0.7 MPa (100 psi).
 - 3. Should the tensile bond strengths be lower than the minimum specified, the Owner's Representative may request additional substrate preparation.
 - 4. Joints shall be treated in accordance with the Manufacturer's recommendations as approved or required by the Owner's Representative.

3.02 PREPARATION

- A. Protection

1. The Applicator shall be responsible for the protection of equipment and adjacent areas from overspray or other contamination.

B. Surface Preparation

1. Surfaces shall be free of any oil, grease, curing compounds, laitance, loose particles and friable matter, moss and algal growth, dirt, bituminous products, and previous waterproofing materials. If required, degreasing shall be performed via detergent washing in accordance with ASTM D4258.
2. There shall be no visible moisture present on the surface at the time of the application of the System. Compressed oil-free air and/or a light passing of a propane torch may be used to dry the substrate.
3. Removal of contaminants and surface preparation shall be performed by means approved by the Owner's Representative to an agreed standard.
4. The surface shall be abrasively cleaned, in accordance with ASTM D4259, to provide a substrate free from laitance.
5. The substrate shall be sounded and all spalls repaired prior to placement of the primer coat. Spalls shall be repaired with rapid-cure concrete patch materials as per the Owner's Representative's and manufacturer's recommendations.
6. Voids and blowholes on vertical surfaces shall be repaired in the same manner.

3.03 APPLICATION

- A. The System shall be applied in four distinct steps as listed below:
1. Substrate preparation
 2. Priming
 3. Coating application
- B. Immediately prior to the application of any components of the System the surface shall be dry and any remaining dust or loose particles shall be removed using clean, dry oil free compressed air or industrial vacuum.
- C. Where the area to be treated is bound by a vertical surface (e.g. curb or wall), the System may be continued up the vertical as necessary.
- D. The handling, mixing and addition of components shall be performed in a safe manner to achieve the desired results in accordance with the Manufacturer's recommendations or as approved or required by the Owner's Representative.

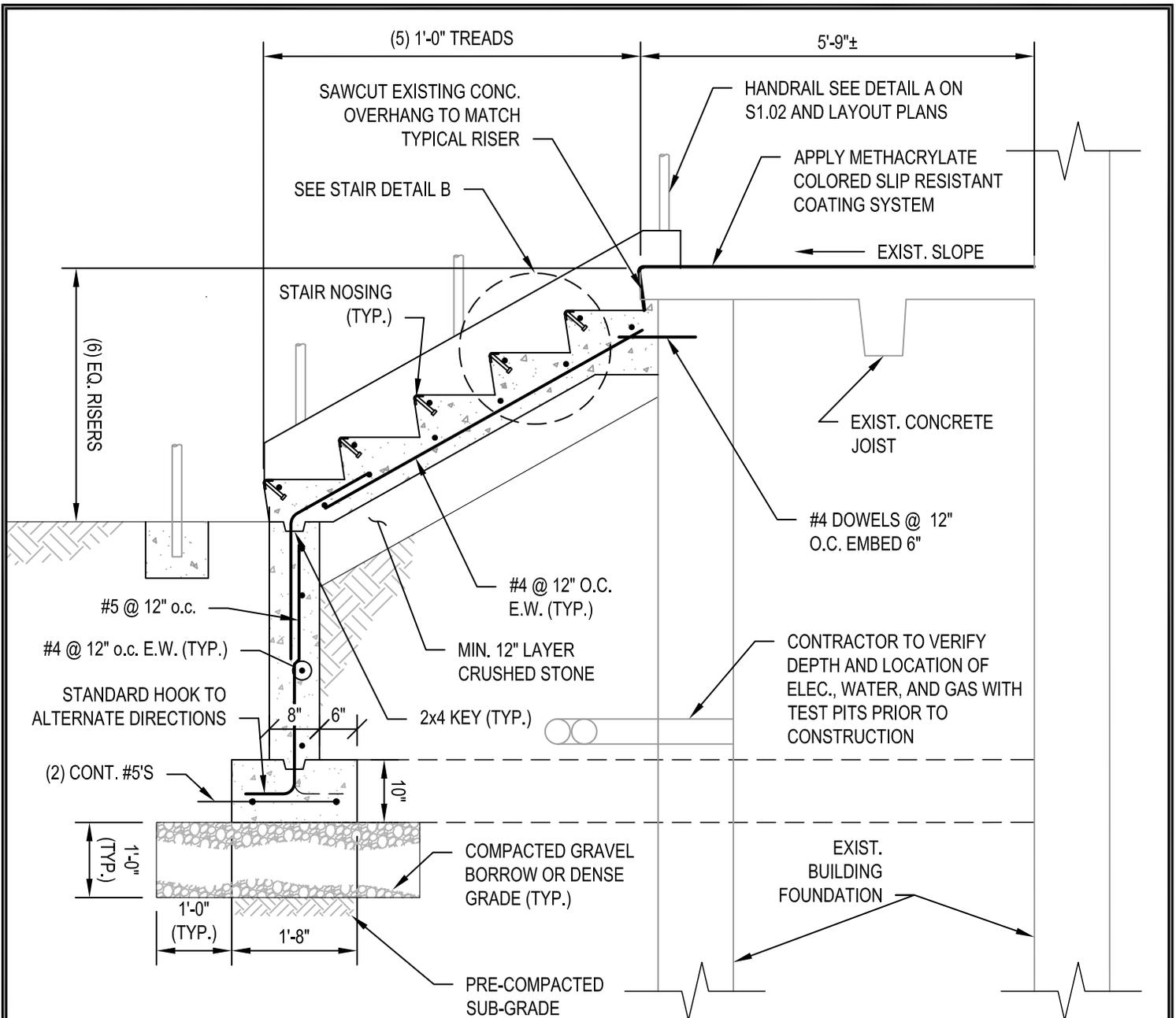
- E. A neat finish with well-defined boundaries and straight edges shall be provided by the Applicator.
- F. Primer
 - 1. The primer shall consist of one coat with an overall coverage rate of 125ft²/gal (3.0 m²/lt).
 - 2. All components shall be measured and mixed in accordance with the Manufacturer's recommendations.
 - 3. The primer shall be applied using a roller or by a single component spray system approved for use by the Manufacturer. If required by site conditions, brush application shall be allowed.
 - 4. Porous concrete may require a second coat of primer should the first coat be absorbed, so that there is a gloss surface.
- G. Colored Methyl Methacrylate Coating
 - 1. The colored methyl methacrylate coating shall be mixed and applied in accordance to manufacture guidelines.
 - 2. The coating shall be applied at a minimum of 50 mils.
 - 3. The substrate shall be coated in a methodical manner. Checks for wet film thickness shall be carried out typically once every 100 ft² (9 m²).

3.04 FIELD QUALITY CONTROL

- A. The following tests shall be conducted by the Applicator and recorded on a form to be submitted to the Owner's Representative.
 - 1. Temperature: Air, substrate temperatures and dew point. Dew point shall be calculated from temperature and humidity using standard tables.
 - 2. Adhesion Tests: Adhesion tests of the cured membrane to the substrate shall be checked as per Clause 3.01 A.
 - 3. Membrane Thickness: wet film thickness shall be checked every 100 ft² (9 m²) using a gauge pin standard comb-type thickness gauge.

PART IV - MEASUREMENT AND PAYMENT

- A. Membrane waterproofing as specified herein will be measured by the square foot complete-in-place, including all surface preparation and testing, for furnishing and applying the System, and quality control tests as detailed within.
- B. For surface preparation not meeting the requirements of Clause 3.02 B, additional work specified, or remedial repairs to the membrane damaged by other contractors, payment shall be made on a time and material basis.



NOTE:

1. CREATE 2" SHELF AT EXIST. FOUNDATION. EXISTING FOUNDATION REINFORCING TO REMAIN. DO NOT CUT EXISTING REINFORCING.
2. AT STAIRS NO. 2 AND 3 PROVIDE COMPACTED STRUCTURAL FILL BENEATH STAIRS.
3. CONTRACTOR TO PROTECT PRIMARY ELECTRIC SERVICE CABLES
4. CONTRACTOR TO COMPLY WITH UTILITY COMPANY ACCESS AND SAFETY REQUIREMENTS FOR WORK IN ELECTRICAL VAULT

2A

STAIR SECTION (STAIR 1)

SCALE: 1/2" = 1'-0"

Weston & Sampson®

100 Foxborough Blvd., S.250, Foxborough, MA
 (508) 698-3034 (800) SAMPSON
 www.westonandsampson.com

DATE: 06/11/2015

APP BY: RAC

CHECKED BY: RAC

DRAWN BY: CJW

DWG No. SK-S-01

FORMS FOR GENERAL BID

To the Awarding Authority:

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

Graham & Parks School Front Entry and Back Schoolyard Improvements

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

B. QUALITY REQUIREMENTS

A "No" response or a failure to respond to any of the following requirements will result in a rejection of your bid.

- 1. Bidder has a minimum of five years experience installing ADA and AAB Compliant concrete stairs, ramps and landings. YES NO
2. Bidder has a minimum of five years experience replacing building doors and thresholds. YES NO
3. Bidder has a minimum of five years experience replacing brick veneer masonry walls. YES NO
4. Bidder has a minimum of five years experience installing poured-in-place rubber safety surfacing. YES NO
5. Bidder has labor and equipment to provide Additional working crew as requested by the Engineer. YES NO

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)

(SEE FOLLOWING PAGES)

- F. The undersigned agrees if selected as General Contractor, within seven 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 Section 800, Article 8.

The City of Cambridge further requires that the General Contractor furnish the City with a copy of all insurance policies prior to or with the delivery of its signed Contract to the City.

- 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 amounts are 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 Cambridge Employment Plan, Cambridge Responsible Employer Plan, the Minority Business Enterprise Requirements, 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 hereby certifies that s/he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work.

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.

00300-2

Revised bid form addendum no 1

Bidder's Name _____

The undersigned certifies under penalties 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 or individuals.

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 _____

(Name of General Bidder)

By _____
(Name of Person Signing Bid and Title)

(Print Name of Person Signing Bid and Title)

(Business Address)

(City and State)

(Contact Phone Number)

(Contact Email)

00300-3

Revised bid form addendum no 1

Bidder's Name _____

BID ITEMS

ITEM M NO.	ITEM UNIT BID PRICE WRITTEN IN WORDS	APPROX. QUANTITY	UNIT PRICE DLS./CTS	AMOUNT DLS./CTS.
1	General Conditions, Supplemental Conditions, Bonds, Insurance, Mobilization AT _____ Lump Sum	1		
2	Environmental Protection AT _____ Lump Sum	1		
3	Tree Protection AT _____ Lump Sum	1		
4	General Site Demolition AT _____ Lump Sum	1		
5	Asphalt Pavement Demolition and Gravel Base Excavation at 6" Depth AT _____ Square Yard	480		
6	Cement Concrete Demolition and Full Depth Gravel Base Excavation AT _____	242		
7	Removal and Disposal of Curbing AT _____ Linear Foot	168		
8	Removal and Disposal of Surplus Excavated Materials AT _____	20		

00300-4

Revised bid form addendum no 1

Bidder's Name _____

9	72" HT. Temporary Chainlink Fence AT _____ Linear Foot	180		
10	Removal and Disposal of 10' HT. Chainlink Fence and Gate AT _____	40		
11	Removal and Storage of Items for Reinstallation AT _____ Lump Sum	1		
12	Removal and Storage of Items for Delivery to the City AT _____ Lump Sum	1		
13	Removal and Disposal of Underground Storage Tank AT _____ Lump Sum	N.I.C.		
14	Cast-in-Place Concrete Walls AT _____ Cubic Yard	30		
15	Accessible Concrete Ramps AT _____ Cubic Yard	16		
16	Concrete Stairs AT _____ Cubic Yard	25		
17	Cement Concrete Pavement AT _____ Square Yard	135		
18	Bituminous Concrete Paving AT _____ Ton	60		

00300-5

Revised bid form addendum no 1

Bidder's Name _____

19	Gravel Borrow AT _____ Cubic Yard	290		
20	Crushed Stone AT _____ Cubic Yard	127		
21	Drainage/ Filter Fabric AT _____ Square Foot	300		
22	Custom ADA Picnic Table AT _____ Each	1		
23	Standard Picnic Table AT _____ Each	3		
24	ADA Drinking Fountain AT _____ Each	1		
25	Restoration and Reinstallation of Stored Items AT _____ Lump Sum	1		
26	New Play Equipment AT _____ Lump Sum	1		
27	Repair/ Replace Existing Play Equipment Components AT _____	1		
28	Poured-in-Place Rubber Safety Surface AT _____ Square Foot	4,208		

00300-6

Revised bid form addendum no 1

Bidder's Name _____

29	Aluminum Edging AT _____ Linear Foot	125		
30	Brick Veneer Cheek Wall with Precast Concrete Cap AT _____ Linear Foot	28		
31	Precast Concrete Unit Pavers AT _____ Square Foot	610		
32	Stainless Steel Pipe Handrails AT _____ Linear Foot	270		
33	Black Guardrail with Stainless Steel Infill Panels (and Removable Sections) AT _____ Linear Foot	147		
34	Thinning of Vegetative Areas AT _____ Lump Sum	1		
35	Tree Pruning < 24 Inch Caliper AT _____ Each	12		
36	Tree Pruning >24 Inch Caliper AT _____ Each	N.I.C.		
37	Tree Stump Removal- 24" Below Grade AT _____ Each	1		
38	Screened Loam Borrow AT _____ Cubic Yard	5		

00300-7

Revised bid form addendum no 1

Bidder's Name _____

39	Liming, Fertilizing and Seeding Disturbed Areas AT _____ Square Yard	10		
40	New Tree AT _____ Each	3		
41	Aged Pine Bark Mulch AT _____ Cubic Yard	2		
42	Remove and Replace Doors and Frames AT _____ Lump Sum	1		
43	Engineered Wood Fiber Mulch Safety Surfacing AT _____ Cubic Yard	6		
44	Cast-in-Place Concrete Curbs AT _____ Linear Foot	53		
45	Methyl Methacrylate Colored Slip Resistant Coating System AT _____ Square Foot	250		

Grand Total \$ _____

Amount in Words _____

00300-8

Revised bid form addendum no 1

Bidder's Name _____

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 **Graham & Parks School Front Entry and Back Schoolyard 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 their 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, their 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 their.

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__.

SEAL PRINCIPAL

SEAL SURETY

00300-1

Revised bid form addendum no 1
Bidder's Name _____

MINORITY BUSINESS ENTERPRISE REQUIREMENTS

GENERAL

On June 30, 1983 the City of Cambridge put into effect a city wide Minority Business Enterprise (MBE) Program. To comply with the requirements of this program, a general contractor must submit the appropriate MBE Forms with its bid. The process is explained below. Failure to meet the requirements may result in automatic disqualification of the bidder. Upon request or upon its own initiative, the City may grant an extension of time for submission of the appropriate MBE Forms. Extensions shall be granted only upon a finding by the City that the bidder's failure to submit the appropriate MBE forms was excusable.

PROCEDURE

Steps you should take to comply with the City's MBE requirements are as follows:

1. Secure a copy of the Supplier Diversity Office (SDO), Certified Minority/Women Business Directory. Only MBE firms approved by SDO will be accepted by the City of Cambridge.
2. Attempt to develop a bid that includes at least ten percent (10%) of your total bid price in the form of work subcontracted to (or materials purchased from) one or more Minority Businesses.
3. To make the attempt to secure at least 10% Minority business participation, you (the General Contractor) must contact as many of the subcontractors or suppliers in the SDO directory as necessary. Please note that MBE FORM #3 - CONTRACT REQUEST-FOR-EXTENSION and MBE FORM #4 - INFORMATION ON UNSUCCESSFUL MBE CONTACT require you to provide a list of each firm contacted and other related information.
4. If you are successful in securing **10% or more** Minority Businesses participation, you must:
 - A. Complete and submit MBE FORM #1 CONTRACTOR CERTIFICATION OF COMPLIANCE.
 - B. Have your participating Minority Business each fill out MBE FORM #2 - LETTER OF INTENT TO PARTICIPATE, to be submitted with your bid.
5. If, after contacting all SDO-approved firms in the trades or materials categories you should include in your bid, you have not been able to secure 10% Minority business participation, then complete and submit with your bid MBE FORM#3 - CONTRACTOR REQUEST FOR EXTENSION and MBE FORM #4 - INFORMATION ON UNSUCCESSFUL MBE CONTRACT.
6. If you have any questions about the above steps, please call Duane Brown, Minority Business Compliance Officer, at 349-4331.

MINORITY BUSINESS ENTERPRISE PROGRAM
COMPLIANCE DETAILS

PERCENTAGE OF MBE PARTICIPATION - percentage of MBE participation shall be that percentage of the total bid price represented by the amount to be paid to MBE(s). The General Bidder's compliance with the percentage requirement shall continue to be determined by reference to the above-described method throughout the term of the contract, even though the actual may be greater or less than the bid price. The General Bidder shall submit to the Minority Business Compliance Officer signed copies of its subcontracts with all MBE's involved in meeting the percentage of Minority Business Enterprise Requirement.

ROLE of the MBE REVIEW COMMITTEE - The MBE Review Committee shall have referred to it by the Purchasing Agent and the Minority Business Compliance Officer all questions of interpretation of the MBE Program that arise during the Program's operation. The MBE Review Committee shall have the responsibility and authority to respond with binding answers to these questions. It also has the responsibility and authority to recommend to the City Manager whatever improvements it believes can be made in the program, based on operating experience.

CHANGES OF MBE STATUS - Any change or substitution of the officers or stockholders in a participating MBE company that reduces the minority ownership or control to less than the requisite percentage will immediately rescind the MBE designation previously given by SDO. The General Bidder (Prime Contractor) shall immediately notify the Minority Business Compliance Officer upon learning of such a change in MBE status. In this event, the Prime Contractor shall submit to the Minority Business Compliance Officer a revised Contractor Certification of Compliance with MBE Requirements, showing how the lost MBE participation will be replaced.

SANCTIONS

- A. If the Prime Contractor does not comply with the terms of the Minority Business Enterprise requirements of the contract, the City may (1) suspend any payment for the activity that should have been performed by the MBE pursuant to the contract, or (2) require specific performance of the Prime Contractor's obligation by requiring the Prime Contractor to sub contract with any MBE for any contract or specialty item at the contract price established for that item in the proposal submitted by the Prime Contractor.
- B. To the extent that the Prime Contractor has not Complied with the MBE requirements of the contract, the City may retain an amount determined by multiplying the bid price of this contract by the required percentage of MBE participation, less the amount of paid to MBEs for work performed under the contract and any payments already suspended under "A" above.
- C. In addition, or as an alternative, to the remedies under "A" and "B" above, the City may suspend, terminate, or cancel this contract, in whole or in part, or may call upon the Prime Contractor's surety to perform all terms and conditions in the contract, unless the Prime Contractor is able to demonstrate its compliance with the MBE requirements, and may further deny to the Prime Contractor the right to participate in any future contracts awarded by the City for a period of up to three years.
- D. In any proceeding involving the imposition of sanctions by the City, no sanctions shall be imposed if the City finds that the Prime Contractor has taken every possible measure to comply with MBE requirements, or that some other justifiable reason exists for waiving

the MBE requirements in whole or part.

- E. Any bidder or contractor shall provide such information as is necessary in the judgment of the City to ascertain its compliance with the MBE Requirements.
- F. No sanctions shall be imposed by the City except in an adjudicatory proceeding under Chapter 30A of the General Laws.
- G Prime Contractor shall have the right to request suspension of any sanctions imposed by the City upon showing that it is once again in compliance with the MBE Requirements.

**CONTRACTOR CERTIFICATION OF COMPLIANCE
Minority Business Enterprise Requirements**

**FORM
1
M.B.E.**

Name & Address of Participating Minority Bus. Enterprises	Name of Participant	Dollar Value of Participation
--	---------------------	-------------------------------

1.

2.

3.

4.

5.

6.

7. GRAND TOTAL FOR MINORITY BUSINESS
COMMITMENT \$ _____

8. PERCENTAGE MBE PARTICIPATION (Line 7 Divided by tot. bid price)
_____ %

The below-signed bidder certifies that it will honor the above Minority Business Enterprise Commitment and that it understands that a breach of this commitment constitutes a breach of the contract.

Date

General Contractor

Authorized Signature

Business Address

**FORM
LETTER OF INTENT TO PARTICIPATE
Minority Business Enterprise Requirements**

2
M.B.E.

TO: _____
(Name of General Bidder)

1. My company intends to perform work under the above-identified contract as:
 _____ an individual
 _____ a partnership
 _____ a corporation
 _____ a joint venture with _____
 _____ other (explain) _____

2. My company has been certified by the Supplier Diversity Office (SDO), as a Minority Business Enterprise and is listed as such in the most recently issued SDO Minority/Women Business Directory. I hereby certify that my company's qualification as a Minority Business Enterprise have not changed since its application was submitted to SDO. I further certify that my company will give immediate notification in writing to both SDO and your Company in the event that its minority ownership, control, or management should change.

3. My company understands that if your company is awarded the contract, your company intends to enter into an agreement with my company to perform the activity described below for the prices indicated. My firm also understands that your firm, as General Bidder, will make substitutions and quantity changes only as allowed or required by the provisions of the contract with the City of Cambridge.

ITEM NO	DESCRIPTION OF MY COMPANY'S ACTIVITY*	QUANTIT Y	UNIT PRICE	AMOUNT

TOTAL AMOUNTS _____

* Description of Activity should include notations such as "Labor Only", "Material Only", etc.

Date

General Contractor

Authorized Signature

Business Address

**FORM
CONTRACTOR REQUEST FOR EXTENSION
Minority Business Enterprise Requirements**

3
M.B.E.

CONTRACTOR REQUEST-FOR-EXTENSION OF MINORITY BUSINESS ENTERPRISE
REQUIREMENTS

The below-signed General Bidder certifies that it made a good faith effort to develop the required **10 %** Minority Business Enterprise participation in this contract, but was able to develop only _____ %.

The below-signed General Bidder further certifies that it contacted the below-listed firms from the SDO MINORITY/WOMEN BUSINESS DIRECTORY supplied by the City of Cambridge Purchasing Department with the Bidding Documents; that said contracts were bona fide efforts to develop the required Minority Business Enterprise participation in the above-identified contract but were unsuccessful due to circumstances beyond the control of the General Bidder; and that the information given on the following pages about each contract has made is accurate and complete.

MBE Companies Contacted

- | | |
|-----------|-----------|
| 1. _____ | 11. _____ |
| 2. _____ | 12. _____ |
| 3. _____ | 13. _____ |
| 4. _____ | 14. _____ |
| 5. _____ | 15. _____ |
| 6. _____ | 16. _____ |
| 7. _____ | 17. _____ |
| 8. _____ | 18. _____ |
| 9. _____ | 19. _____ |
| 10. _____ | 20. _____ |

The below-signed General Bidder therefore requests that the City of Cambridge grant an extension of ten working days in order to provide the General Bidder and opportunity to secure the required percentage of Minority Business participation.

Date

General Contractor

Authorized Signature

Business Address

FORM

**INFORMATION ON UNSUCCESSFUL MBE CONTACT
Minority Business Enterprise Requirements**

4
M.B.E.

Additional copies of this information form shall be prepared by the General Bidder in the quantity necessary to comply with bidding requirements.

ITEM NO. ON REQUEST-FOR-EXTENSION _____

NAME OF MBE COMPANY CONTACTED _____

ADDRESS OF " " _____

TELEPHONE NO. " " _____

DATE OF INITIAL CONTACT _____

HOW WAS CONTACT MADE? (Check appropriate answer) TELEPHONE _____ IN PERSON

SUB-CONTRACT WORK OFFERED TO THIS MBE COMPANY

RESULT OF CONTACT (Check appropriate answer) MBE FIRM DECLINED JOB _____;
MBE FIRM OFFERED TO DO JOB AT PRICE OF \$ _____, WHICH WAS
DETERMINED BY OUR COMPANY TO BE TOO HIGH _____; MBE COMPANY OFFERED
TO DO THE JOB AT A PRICE OF \$ _____, WHICH WAS SATISFACTORY, BUT THE
MBE COMPANY WAS JUDGED BY OUR COMPANY TO BE UNQUALIFIED FOR THE
JOB _____.

NAME AND TITLE OF THE MBE COMPANY OFFICER WHO CAN VERIFY ABOVE
INFORMATION AS TO MBE COMPANY'S RESPONSE

It is certified herewith by the below-signed officer of the General Bidder that the above information is accurate and complete.

Date

General Contractor

Authorized Signature

Business Address

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.** 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. How many years have you been engaged in the **Concrete Pavement and Bituminous Concrete Installation and Pedestrian Stair and Ramp construction** business under your present firm or trade name?

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. What project has your present organization completed of character similar to that proposed? Provide the following information:

Name and Address of Owner for Whom Work Was Done	Whether Work Was Done as Contractor or Sub-contractor	Description of Work	Approximate Amount of Contract	Approximate Completion Date of Work
<hr/>				

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

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.) & Duns No

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

Name _____

Signature _____

Title _____

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____

General Contractor's Certification

A contractor will not be eligible for award of a contract unless such contractor has submitted the following certification, which is deemed a part of the resulting contract:

GENERAL CONTRACTOR'S CERTIFICATION

_____ certifies that:
(General Contractor)

1. it shall obtain from each of its subcontractors and submit to the contracting or administering agency prior to the performance of any work under said subcontract a certification by each subcontractor, regardless of tier, that it will comply with the minority/women/resident workforce ratio;

2. it read, understands and shall comply with the Minority/Women/Resident hiring requirements set forth in the Cambridge Employment Plan, Cambridge Municipal Code §2.66.060, et seq.;

3. it is aware that failure to comply with the Cambridge Employment Plan will result in, at minimum, the following: 1) it will be ineligible to bid for future contracts with the City of Cambridge and 2) the City of Cambridge will notify DCPO of such failure which may affect the contractor's future qualification to bid for public contracts throughout the commonwealth.

4. it has read, understands and shall comply with all the pertinent provisions of the Americans with Disabilities Act and will be subject to sanctions for failure to do so.

5. it has read, understands and shall comply with all the provisions of the Supplemental Equal Employment Opportunity Anti-Discrimination and Affirmative Action Program and will be subject to sanctions for failure to do so.

Signed under the penalties of perjury:

Signature of authorized representative of contractor

Print name of authorized representative of contractor

Dated: _____

**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 sub-bidders 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

CAMBRIDGE RESPONSIBLE EMPLOYER PLAN
GENERAL CONTRACTOR'S CERTIFICATION - BID FORM

_____ hereby certifies that it, (Name of General Bidder)
and all its subcontractors who are not filed sub-bidders shall:

(1) comply with the Cambridge Employment Plan as it currently exists and as it may be, from time to time, amended, and specifically shall comply with the worker hours requirements of §2.66.060(A);

(2) comply with the obligations established under M.G.L. c.149 and G.L. c30§39M to pay the appropriate lawful prevailing wage rates to its employees;

~~(3) maintain or participate in a bona fide apprentice training program as defined by c.23 §§ 11H and 11I for each apprenticable trade or occupation represented in its 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;~~

(4) furnish, at its expense, hospitalization and medical benefits for all its employees employed on the project and/or coverage at least comparable in value to the hospitalization and medical benefits provided by the health and welfare plans in the applicable craft recognized by M.G.L. c.149, §26 and G.L. c30§39M in establishing minimum wage rates;

(5) maintain appropriate industrial accident insurance coverage for all its employees employed on the project in accordance with M.G.L. c.152;

(6) properly classify employees as employees rather than independent contractors and treat them accordingly for purposes of workers' compensation insurance, unemployment taxes, social security taxes and income tax withholding; and

(7) certify under oath and in writing on a weekly basis for the entire duration of its work on the project, that it is in compliance with the above obligations.

Signed under the penalties of perjury _____ (date)

Signature of authorized representative of contractor

Print name of authorized representative of contractor

**THIS CERTIFICATE APPLIES ONLY TO GENERAL BIDS OVER \$100,000 INCLUDING ALL
ALTERNATES, IF ANY.**

RETURN THIS FORM WITH YOUR BID

CAMBRIDGE RESPONSIBLE EMPLOYER PLAN
NON-FILED SUB-CONTRACTOR'S CERTIFICATION - BID FORM

_____ hereby certifies that it shall:

(Name of Sub-Contractor)

(1) comply with the Cambridge Employment Plan as it currently exists and as it may be, from time to time, amended, and specifically shall comply with the worker hours requirements of §2.66.060(A);

(2) comply with the obligations established under M.G.L. c.149 and G.L. c30§39M to pay the appropriate lawful prevailing wage rates to its employees;

~~(3) maintain or participate in a bona fide apprentice training program as defined by c.23 §§ 11H and 11I for each apprenticable trade or occupation represented in its 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;~~

(4) furnish, at its expense, hospitalization and medical benefits for all its employees employed on the project and/or coverage at least comparable in value to the hospitalization and medical benefits provided by the health and welfare plans in the applicable craft recognized by M.G.L. c.149, §26 and G.L. c30§39M in establishing minimum wage rates;

(5) maintain appropriate industrial accident insurance coverage for all its employees employed on the project in accordance with M.G.L. c.152;

(6) properly classify employees as employees rather than independent contractors and treat them accordingly for purposes of workers' compensation insurance, unemployment taxes, social security taxes and income tax withholding; and

(7) certify under oath and in writing on a weekly basis for the entire duration of its work on the project, that it is in compliance with the above obligations.

Signed under the penalties of perjury. _____ (date)

Signature of authorized representative of contractor

Print name of authorized representative of contractor

THIS CERTIFICATE APPLIES ONLY TO SUB-BIDS OVER \$25,000 INCLUDING ALL ALTERNATES, IF ANY.

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)