

FILE NO. 6902

INVITATION FOR BID

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

Provide Maintenance, Repair Services and 24/7 Monitoring for the Direct Digital Based Building Management Systems for Public Works including Fire Department, Library, Cambridge Public Schools and the Water Department.

Nature and scope of work: **Energy Management**

Bidding procedures shall be in accordance with M.G.L. c 149 as most recently amended, and all other applicable laws.

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: Energy Management

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

The contract shall be in effect from August 16, 2015 through November 30, 2016. There is a one (1) one-year option to renew at the sole discretion of the awarding authority. The City will renew year 2 depending on the price for the subsequent years and the performance of the bidder.

This contract will be awarded to the responsible and eligible bidder offering the lowest price for year one, or the responsible and eligible bidder offering the lowest price for year one plus alternate A, or the responsible and eligible bidder offering the lowest price for year one plus alternate A plus alternate B, or the responsible and eligible bidder offering the lowest price for year one plus alternate A plus alternate B plus alternate C, at the sole discretion of the City of Cambridge.

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, June 25, 2015** 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, July 16, 2015 @ 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, July 9, 2015 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.

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. Minority Business Enterprise Program;
2. Cambridge Employment Plan: minority/women/resident hiring ordinance;
4. Cambridge Responsible Employer Plan;
5. Cambridge Living Wage Ordinance.
6. OSHA Certification
7. 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: **Tuesday, July 7, 2015**
Time: **10:00 a.m.**
Place: **Public Works Department Frazier Conference Room
147 Hampshire St
Cambridge, MA 02139**
Contact: **Tim Boughner**

**Amy L. Witts
Purchasing Agent**