File No. 7283

INVITATION TO BID

The City of Cambridge, Massachusetts, the Awarding Authority, invites sealed bids for the project: Recreation Department Space at War Memorial Renovation

Bidding procedures shall be in accordance with M.G.L. c. 149 using M.G.L. c. 30, §39M procedures, as mostly recently amended, and all other applicable laws.

The estimated project value is: **$ 25,000.00**

Plans and specifications will be available from Monday 8:30 a.m. to 8:00 p.m., Tuesday through Thursday, 8:30 a.m. to 5:00 p.m. and Friday 8:30 a.m. to 12:00 noon, at the Purchasing Department, City Hall, 795 Massachusetts Avenue, Room 303, Cambridge, MA 02139 beginning from **Thursday June 2, 2016.** For the mailing of the plans and specifications, the bidder must prepay a mailing and handling fee of $5.00 per set.

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 June 16, 2016 @ 2:00 pm** at which time all general bids will be publicly opened and read aloud.

An original and one copy of the bid forms must be submitted.

All questions must be faxed no later than 4:00 PM on Thursday June 9, 2016 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 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 (Payment) Bond in the amount of fifty percent (50%) 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. 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: June 7, 2016

Time: 9:00 AM

Place: War Memorial
1640 Cambridge Street, Door 15 (East Entrance on Cambridge Street)
Cambridge, MA 02138
Contact: Michael Black

All prospective bidders are required to be present at the **Mandatory** Pre-bid conference, attendance at which will be recorded by a sign –in sheet. Only those companies recorded as attending the pre-bid conference will be eligible to bid. Late arrivals to the pre-bid meeting will not be eligible to bid.

Amy L. Witts
Purchasing Agent