



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: November 21, 2016

RE: File No. 7443 – 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 – Addendum No. 3

This addendum is comprised of:

1. Pre-bid conference agenda (attached)
2. Pre-bid conference sign-in sheet (attached)
3. Questions & Answers (below)

The following questions were asked and answered:

Question #1: How many controllers are there?

Answer #1: We do not know the exact number. We indicated our best guess would be to assume that there is one controller per major piece of equipment listed in the bid package.

Question #2: How many servers are there?

Answer #2: We believe that there are 3 based on the different groups. DPW (which includes the Water Dept. and CFD), School and Library.

Question #3: Is there remote access to the system.

Answer #3: Yes. Contractors will be setup with remote access to the servers.

All other details remain the same.

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Purchasing Agent

Addendum No. 3

City of Cambridge, DDC Contract
PRE-BID AGENDA
Monday, November 21, 2016
9:00am

- 1) Sign in sheet
- 2) Project Introduction:
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
- 3) Agenda
- 4) Bid due date: **Sealed General Bids – Thursday, November 28, 2016 @ 2:00pm**
- 5) Forms to be submitted: Make sure that all of the correct forms (colored ones in your package) are submitted with your bids. If not, they may be disqualified.
- 6) Prevailing wage is to be used in this contract.
- 7) **Parking:** The City will not pay for parking tickets you may receive while performing the work. To avoid tickets, you can go to the City Hall Annex, located at 344 Broadway (the intersection of Inman Street and Broadway) or call the Parking office at (617) 349-4721 to apply for a “Tool Truck Permit”. This only applies to “Commercial Plate” vehicles. Non-commercial plate vehicles cannot apply for the permit.
- 8) Sidewalk obstruction permits, are to be filed for at the Permit Desk, located at the DPW main office at 147 Hampshire St. The permit fee is waived for City projects. If a police detail is needed, you will be notified through the permit process. All police details will be paid by the DPW directly.
- 9) Work is to be performed during the normal working hours unless otherwise agreed upon.
- 10) Temporary Facilities – Toilets: contractor will be responsible for their facility needs.
- 11) **Completion Time: Contract is for 12 months.**

PRE-BID CONFERENCE SIGN IN SHEET

PROJECT: DDC MAINTENANCE, REPAIR SERVICE AND 24/7 MONITORING
 DATE/TIME: MONDAY, NOVEMBER 21, 2016 AT 9:00 AM
 LOCATION: SIMARD BUILDING CONFERENCE ROOM
 147 HAMPSHIRE STREET, CAMBRIDGE, MA

NAME: MAURICE LEFORT	COMPANY: BCM CONTROLS	ADDRESS: 30 Commerce Way Woburn MA 01801
PHONE NO: 781-264-0142	FAX NO:	E-MAIL ADDRESS: LEFORTM@BCMCONTROLS.COM
NAME: Thomas Peters	COMPANY: Siemens	ADDRESS: 85 John Paul, Landon MA 07021
PHONE NO: (781) 690-4638	FAX NO:	E-MAIL ADDRESS: thomas.peters@siemens.com
NAME: AKASH VIJAY	COMPANY: HUNTINGTON CONTROLS	ADDRESS: 2 TECHNOLOGY WAY, NORWOOD, MA
PHONE NO: (781) 428-3326	FAX NO:	E-MAIL ADDRESS: AVIJAY@HUNTINGTONCONTROLS.COM
NAME:	COMPANY:	ADDRESS:
PHONE NO:	FAX NO:	E-MAIL ADDRESS:
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