

SECTION 00 11 16

INVITATION TO BID

- 1.1 The Town of East Bridgewater, Massachusetts, through its School Committee (“Awarding Authority” or “Owner”), will receive bids for the ARP Roof Replacement at Central Elementary School, 107 Central Street, East Bridgewater, Massachusetts, 02333 in accordance with the Contract Documents prepared by Kaestle Boos Associates, Inc.
- 1.2 The estimated cost of the project is: \$1,698,545.
- 1.3 Bidding procedures shall be in accordance with the provisions of Massachusetts General Laws, Chapter 149, Section 44A through Section 44J, inclusive, and Chapter 30, Section 39M, as amended.
- 1.4 General Bids will only be considered from bidders holding a Certificate of Eligibility from the Division of Capital Asset Management and Maintenance (DCAMM) in the category of Roofing and in a single project amount higher than the amount of the Bid. General Bids must be accompanied by a copy of the Contractor’s Certificate of Eligibility, an Update Statement, Non-Collusion Affidavit, Certificate of Authority, Certificate of Good Faith, Certification of Payment of State Taxes, Statement of Tax Compliance, and Certification of Prevailing Wage Rates.
- 1.5 Sub-Contractor Bids will only be considered from sub-bidders holding a Certificate of Eligibility from the Division of Capital Asset Management and Maintenance (DCAMM) in the below listed categories. Sub-Contractor Bids must be accompanied by a copy of the Contractor’s Certificate of Eligibility, an Update Statement, Non-Collusion Affidavit, Certificate of Authority, Certificate of Good Faith, Certification of Payment of Taxes, Statement of Tax Compliance, and Contractor’s Certification of Prevailing Wage Rates.
 - A. Masonry Work – Division 04, estimated value \$28,372
 - B. Plumbing - Division 22, estimated value \$29,127
 - C. HVAC – Division 23, estimated value \$31,250.
- 1.6 This project is subject to the Commonwealth of Massachusetts Supplemental Equal Employment Opportunity, Anti-Discrimination and Affirmative Action Program. General bidders and filed sub-bidders are advised that before contract award, the lowest general bidder shall be required to provide the Owner with documentation stating how it intends to meet the minority and women business enterprise goals for the project. The goal for MBE participation is 4.2%; the goal for WBE for this construction project is 8.8%.
- 1.7 This project is being Electronically Bid (E-Bid). All bids shall be submitted online at www.Projectdog.com. Hard copy bids will not be accepted by the Awarding Authority. Tutorials and instructions are available online at www.Projectdog.com. For assistance, contact Projectdog Inc. at (978) 499-9014.

- 1.8 Bid Forms will be posted online at www.Projectdog.com with the Contract Documents. The Bid Forms included in the Project Manual should not be extracted or used for electronic bidding. All required Bid Forms must be completed and submitted in PDF formatted files. The Bidder must fill-in all required fields and signatures either digitally or manually (print, fill-in, and scan to PDF).
- 1.9 The Bidder shall access the Projectdog.com E-Bidding System by entering Project Code **840929** in the project locator box and then selecting “GC E-Bid” or “Sub E-Bid” from the project’s “Project Details” page. The Bidder must enter their bid price as a numeric, whole dollar value only with no punctuation. The E-Bidding system automatically translates the numeric value into words and displays the bid price in both figures and words on the submitted bid form.
- 1.10 Bidders may save, submit, or modify an E-Bid at any time prior to bid close. Once submitted, a bid cannot be modified. To modify a bid, the Bidder must retract the bid, make any necessary changes, and then re-submit the bid. Upon submitting or retracting a bid, the Bidder will receive a convenience e-mail for informational purposes only. Bidders are encouraged to contact Projectdog Inc. at (978) 499-9014 if an e-mail is not received.
- 1.11 Timely submission of an E-Bid shall be the full responsibility of the Bidder. The server clock is displayed on the project’s E-Bidding page and is the time of record. It is the Bidder’s responsibility to review and confirm online that their bid has been submitted and/or retracted and that the bid is 100% true, complete, and accurate. All Bidders are required to review their submitted E-Bid by selecting “View My Bid Package” from the project’s E-Bidding page.
- 1.12 Bid Security shall be at least five percent (5%) of the greatest possible bid amount, considering all alternates. The Bid Security in the form of a Bid Bond shall be:
 - A. with a surety company qualified to do business in the Commonwealth of Massachusetts and satisfactory to Owner;
 - B. conditional upon the faithful performance by the principal of the agreements contained in the Bid; and
 - C. submitted with your E-Bid online at www.Projectdog.com.
 - D. Bid Security in the form of cash, or a certified check, treasurer’s or cashier’s check issued by a responsible bank or trust company and made payable to the Town of East Bridgewater must be submitted with a completed Cash Bid Bond Affidavit form and received by the Awarding Authority located at 143 Plymouth Street, East Bridgewater, MA 02333, Attn: John Shea, EBPS Business Manager, before the time of bidding. The Bid Security Bond shall be enclosed in an envelope which shall be sealed and clearly labeled with the words “ARP ROOF REPLACEMENT, CENTRAL ELEMENTARY SCHOOL, EAST BRIDGEWATER, MASSACHUSETTS 02333.
 - E. In addition, the Bidder must also submit a completed Cash Bid Bond Affidavit form with their E-Bid. Download the Cash Bid Bond Affidavit PDF fill-in form at www.Projectdog.com.

- 1.13 Addenda, if issued, will be posted to the Projectdog website and shall be accompanied by e-mail notification to every individual or firm on record as having received the Contract Documents. Hard copies of addenda will not be mailed or faxed. It shall be the sole responsibility of the Contractor to ascertain the existence of any and all addenda.
- 1.14 If a bid is submitted prior to an Addendum being issued, the Bidder will receive an e-mail notification for informational purposes only. The Bidder must review the addendum, retract the bid, acknowledge all addenda, and re-submit the bid. If a Bidder fails to acknowledge all addenda their bid may be rejected by the Awarding Authority.
- 1.15 A non-mandatory Pre-Bid Conference shall be held at the Central Elementary School, 107 Central Street, East Bridgewater, Massachusetts, 02333 on Wednesday, November 30, 2020 at 10:00 A.M., at which time the job site shall be made available for inspection. **Bidders are strongly encouraged to attend.**
- 1.16 Questions by filed sub-bidders shall be submitted no later than noon 12:00 PM on December 1, 2020 via email to the Designer at CentralARPRoof@kba-architects.com.
- 1.17 Bids for the filed sub-bid contractors are due by noon 12:00 PM on December 8, 2020, the results of which will be tabulated and issued to all bidders identified as General Contractors. Bids received after the above stipulated time will be disqualified.
- 1.18 Questions by the General Contractors shall be submitted no later than noon 12:00 PM on December 11, 2020 via email to the Designer at CentralARPRoof@kba-architects.com.
- 1.19 Bids for the General Contract are due by noon 12:00 P.M. on December 18, 2020 after which time all bids will be reviewed and posted. Bids received after the above stipulated times will be disqualified.
- 1.20 The successful General Bidder will be required to furnish a performance bond, and a labor and materials payment bond as set forth in the specifications; each bond executed in the full amount of the Contract Price. Performance and labor and materials payment bonds shall be TListed; Surety company(ies) shall be listed in the U.S. Treasury Department Circular 570, most recent edition, as amended.
- 1.21 The Awarding Authority reserves the right to reject any or all bids if it be in the public interest to do so. All bids will remain subject to acceptance for thirty days after the day of the Bid opening, but the Owner may, in its sole discretion, release any bid. Prevailing wages are to be paid on the work of the project in accordance with the Schedules issued by the Massachusetts Commissioner of Labor and Industries of which are contained in the Contract Documents in section 00 73 43, and are made part of the Contract. Additional copies of the schedule are available from the Awarding Authority upon request.
- 1.22 No bid shall be withdrawn for a period of thirty (30) days, Saturdays, Sundays and legal holidays excluded, after receipt of award, without written consent by the Town of East Bridgewater.
- 1.23 Any bid may be withdrawn (retracted) prior to the time designated for receipt of bids by selecting "Retract My E-Bid" from the project's E-Bidding page. Upon retracting, the Bidder will receive a convenience e-mail for informational purposes only. Bidders are encouraged to contact

Projectdog Inc. at (978) 499-9014 if an e-mail is not received. It is the Bidder's responsibility to review and confirm online that their bid has been Submitted and/or Retracted successfully.

- 1.24 The Town of East Bridgewater is exempt from sales tax, for which reason bidders should not include sales tax in figuring or in reference to any bid.

END OF SECTION