

## Town of Montague, MA – Invitation for Bids (IFB)



### Montague Water Pollution Control Facility Fuel Tank & Concrete Vault Removal Project

34 Greenfield Road, Montague MA 01351-9522

Issued April 29, 2020



Bidders Walkthrough & Bid Conference: May 7, Thur. 2020 at 10am - Mandatory

Questions Due: May 13, Wed. 2020 at 1pm

Sealed Bids Due: May 20, Wed. 2020 at 1pm

## Town of Montague Invitation for Bids

### WPCF Fuel Tank & Concrete Vault Removal Project

In accordance with M.G.L. Chapter 149, the Town of Montague will receive Sealed Bids until 1:00PM on Wednesday, May 20<sup>th</sup> for the removal of the 4,000 gallon fuel tank and concrete vault at the Montague Water Pollution Control Facility (WPCF) at 34 Greenfield Road, Montague MA 01351-9522. All bids must be submitted in printed hard copy.

Construction labor associated with this bid is subject to **prevailing wage rates** as per MGL Chapter 149, Section 26 - 27f inclusive. **OSHA 10 safety training** is also required to certify that “all employees to be employed at the worksite” have successfully completed a 10-hour course in construction safety approved by the United States Occupational Safety and Health Administration (OSHA), referred to as the OSHA 10 course.

A copy of the IFB may be obtained at <https://www.montague-ma.gov/BIDS>. Registration is required to ensure all interested contractors receive updates relative to the project.

The contract will be awarded to the responsible contractor offering to perform the work to specifications for the lowest price. Contractors must respond to IFB requirements, and demonstrate suitable experience and satisfactory references. The Town of Montague reserves the right to reject any or all bids as is determined to be in the best interests of the Town. Key dates include:

Bidders Walkthrough & Bid Conference:	Thur. May 7, 2020 at 10am, <b>Mandatory</b>
IFB Questions Due:	Wed. May 13, 2020 at 1pm
Bids Due:	Wed. May 20, 2020 at 1pm

Responses must be received at the WPCF no later than Wednesday, May 20, 2020 at 1pm and should be addressed as follows:

Montague WPCF Fuel Tank & Concrete Vault Removal Project  
C/O WPCF Superintendent  
34 Greenfield Road, Montague MA 01351-9522

The Project Contact is: Chelsey Little, Superintendent  
34 Greenfield Road, Montague MA 01351-9522  
[WPCF.SUPT@montague-ma.gov](mailto:WPCF.SUPT@montague-ma.gov)  
413-773-8865

The Town of Montague is an Equal Opportunity Employer and does not discriminate on the basis of age, gender, race, or disability. SOMWBA certified vendors are encouraged to apply.

## **Montague Water Pollution Control Facility Fuel Tank & Concrete Vault Removal Project**

### **A. Project Scope**

The Montague Water Pollution Control Facility is located at 34 Greenfield Road in Montague. This procurement is for a contractor to remove the 4,000 gallon fuel oil tank and concrete vault from the area in front of the WPCF Administration Building and to restore the area. All work will be performed in an environmentally safe manner.

The successful bidder will provide all labor, materials and equipment necessary for safe fulfillment of the project as specified in this Invitation for Bid. Construction labor associated with this bid is subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive. OSHA 10 Training is also required for workers on the site.

#### **Specifications/Requirements of the Project:**

- Excavation of the entire concrete vault structure.
- Evacuate, remove and properly dispose of the remaining contents, #2 heating oil est. 1,000gallons, from the fuel storage tank.
- Remove and properly dispose of all remaining liquids from the vault.
- Removal and properly dispose of the fuel tank.
- Removal and properly dispose of all contaminated sand from within the vault.
- Disconnection and capping of all fuel supply and return lines and pump up level gauge lines and gauge.
- Cleaning of the vault as necessary for demolition and removal. Any demolition of the vault will be done by non-vibratory means, i.e. no jackhammering due to closeness of the Administration Building structure and underground utilities. The method of demolition and removal must be detailed in the bid.
- Contaminated solids will be kept separate and handled accordingly.
- The Town has hired a Licensed Site Professional (LSP) to inspect and advise the Town as concerns all environmental issues to ensure the proper handling, removal, disposal and that site conditions are in accordance with regulatory requirements. Be advised that the LSP may shutdown the site at any time to ensure environmental requirements are met.
- The LSP must clear the area before operations for backfilling and compaction can occur. If LSP requires additional soil removal or any additional work, that will be billed accordingly.

- Landscaping and concrete structures, sidewalks etc., will be restored to original design and condition. The Office sign does not need to be replaced.
- Extras including shutdown by the LSP will be charge hourly.
- Utilities involved include potable water lines, electrical conduit and drain lines. Facility main power runs through the work area and is in close proximity to the site electrical transformer. All work must be done in a manner that allows continued operation of all facilities.
- Comply with all necessary permit requirements.
- All work is to be done by qualified technicians at or above industry standard.
- The contractor will warranty all work for a period of 1 year.
- This is a prevailing wage project. Weekly payroll reports must be submitted. See attached Prevailing Wage sheet for relevant rates.
- Contractor must abide by state guidelines for construction projects available online at: <https://www.mass.gov/doc/april-2-2020-construction-supplemental-guidelines>

## B. Key Dates and Rule for Award

- **Bidders walk through and Conference** will be held at the Montague WPCF on **Thursday, May 7 at 10am**. Attendance at both is **mandatory**.
- **Questions** pertaining to this IFB may be **submitted in writing** (email or otherwise) no later than **Wednesday May 13 at 1pm**. No phone calls! Submit to Chelsey Little at [WPCF.SUPT@montague-ma.gov](mailto:WPCF.SUPT@montague-ma.gov). Late questions will not be considered. Only registered bidders will receive responses to all submitted questions.
- **Sealed bids must be received by Wednesday May 20 at 1pm** and should be labeled "Montague WPCF Fuel Tank Installation Project." Hand deliver or submit by mail C/O Chelsey Little, WPCF Superintendent, 34 Greenfield Road, Montague MA 01351-9522. Late bids will not be considered. Bids will be opened at that same time and location.
- **Rule for Award:** The bid will be awarded to the responsive and responsible bidder offering the lowest price. Conditional bids cannot be accepted.

## C: Contractor Requirements

### Contractor shall:

- The contractor is responsible for verifying any specifications represented in this IFB prior to bidding. Measurements may be confirmed during the bidder walkthrough.
- Obtain all permits as required and comply with all building code requirements. Town permit fees will be waived for this project.
- Coordinate construction schedule with Montague WPCF leadership.
- Warrant all work for a minimum of one year from project completion date.

Additional Statutory Requirements:

- Submit with response a bid deposit equal to 5% of the value of the total bid.
- Perform work at prevailing wage and file weekly payroll reports.
- Provide documentation of employee OSHA 10 certification with weekly payroll.
- After award, provide a payment bond equal to 50% of the bid price.

**D. Required Insurance**

The Contractor shall at all times during the contract maintain in full force and effect Employer's Liability, Worker's Compensation, Bodily Injury Liability, and Property Damage and General Liability Insurance, including contractual liability coverage. All insurance shall be by insurers and for policy limits acceptable to the Town of Montague and before commencement of work hereunder the Contractor agrees to furnish the Town certificates of insurance or other evidence satisfactory to the Town to the effect that such insurance was obtained and is in force.

For the purpose of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

COVERAGES	LIMITS OF LIABILITY
Worker's Compensation	Statutory
Employer's Liability	\$500,000/\$500,000/\$500,000
Automobile Liability	\$1,000,000.00 combined single limit for bodily injury and property damage
General Liability	\$1,000,000.00 each occurrence \$3,000,000.00 aggregate
Excess Umbrella Liability	\$2,000,000 each occurrence \$2,000,000 annual aggregate

The Town of Montague shall be named as additional insured under the liability and automobile insurance. The excess/umbrella liability insurance policy should contain a broad form general liability endorsement.

## E. Bidder Instructions –Review Carefully!

- Note all deadlines as specified in this IFB. The Town of Montague cannot make exceptions for missed walkthrough or other deadlines.
  - **Bidders Walkthrough & Conference: May 7 at 10am, Mandatory**
  - **Questions Due: May 13 at 1pm**
  - **Bids due: May 20 at 1pm**
- All bids must be accompanied by a **bid deposit** equal to 5% of the value of the total bid.
- After award is made, provide a payment bond equal to 50% of the bid price.
- After award is made, provide a certificate of insurance as specified.
- Construction labor associated with this bid is subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive. A current prevailing wage sheet is included as an attachment.
- Construction labor associated with this bid is subject to OSHA 10 Training requirements.
- The contract will be awarded to the responsive and responsible bidder that offers the required expertise at the lowest price. The Town will contact bidder references. The town retains the right to contact additional references or to not award the contract to a bidder if it judges a bid to not be in the best interest of the town.
- The selected contractor will be subject to the terms and conditions of the Town of Montague standard contract - sample attached.
- The Town is tax exempt. A tax exempt certificate will be provided upon request.
- The Town will make approved payments within 30 days of receipt of invoice.
- The Town will waive any of its own usual inspectional fees. Other agency fees may apply.

### ***Submission Checklist***

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- Bidders should include a brief statement of their capacity and past experience** that verifies they understand and can meet the requirements of this project.
- All price quotes are to be submitted on the attached Price Quote Form** and signed by an authorized representative of the bidder organization.
- A 5% Bid Deposit must be submitted.**
- All forms attached to this IFB should be completed, signed, and returned** as part of the proposal submission. (The sample contract does not need to be submitted with bid.)

Montague Water Pollution Control Facility  
Fuel Tank Installation Project

Proposal Due Date: May 20, 2020 at 1pm

**Required Forms**

- Bid Price, Reference, and Contact Form
- Certification of Tax Compliance
- Certification of Non-Collusion
- Federal Disclosures
- OSHA Certification
- Labor Harmony Certification
- Debarment and Suspension Certification

# BID, REFERENCE, and CONTACT FORM

Please indicate your price for completion of all items and requirements as specified in the RFQ. Services must be completed within 60 days after award of contract:

**Bid Price** numeric: \$ \_\_\_\_\_, \_\_\_\_\_ . \_\_\_\_\_

Written \_\_\_\_\_

## REFERENCES for at least two similar projects

1. Client: \_\_\_\_\_

Location: \_\_\_\_\_

Completion Date: \_\_\_\_\_

2. Client: \_\_\_\_\_

Location: \_\_\_\_\_

Completion Date: \_\_\_\_\_

## COMPANY Contact Info

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Fax No. \_\_\_\_\_

Telephone No. \_\_\_\_\_

Email Address \_\_\_\_\_

Signature of Authorized Person  \_\_\_\_\_

Printed Name of Above \_\_\_\_\_

Title of Above \_\_\_\_\_

Date \_\_\_\_\_



# CERTIFICATION OF TAX COMPLIANCE

Any person or corporation that fails to date, sign with original signature, and submit the following statements shall not be awarded this contract.

## Tax Compliance

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.



\_\_\_\_\_  
Authorized Official's Signature

\_\_\_\_\_  
Title of Person Signing

\_\_\_\_\_  
Typed or Printed Name of Person Signing

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address

**CERTIFICATION OF NON-COLLUSION**

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Date \_\_\_\_\_



\_\_\_\_\_  
Authorized Official's Signature

\_\_\_\_\_  
Typed or Printed Name of Person Signing

\_\_\_\_\_  
Company or Corporation

## FEDERAL DISCLOSURES

**The Office of the Attorney General, Washington, DC, requires the following information on all bid proposals amounting to \$1,000.00 or more:**

\_\_\_\_\_ Federal Tax ID Number (this number is regularly used by companies when filing their “EMPLOYER’S FEDERAL TAX RETURN, U.S.” Treasury Department Form 941)

**\*IF A CORPORATION, INCLUDE WITH YOUR BID A CORPORATE RESOLUTION LISTING ALL DULY AUTHORIZED SIGNERS ON BEHALF OF THE CORPORATION AND CHECK HERE**

**\*IF A PARTNERSHIP, INCLUDE A LIST OF NAMES/ADDRESSES OF ALL PARTNERS AND CHECK HERE**

**\*IF A PROPRIETORSHIP, COMPLETELY FILL OUT INFORMATION ABOVE ONLY AND CHECK HERE**

## OSHA CERTIFICATION

I hereby certify that the Project Lead or Leads who will be employed and will at all times supervise workers at the work site have successfully passed the OSHA approved 10-hour safety course, and we have proof on file. I also certify that I am able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work.

Date \_\_\_\_\_



Authorized Official's Signature

\_\_\_\_\_  
Typed or Printed Name of Person Signing

\_\_\_\_\_  
Company or Corporation

## LABOR HARMONY CERTIFICATION [M.G.L. c. 30, s. 39S].

By executing this contract the Contractor hereby certifies that that Contractor is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work. The Contractor shall procure materials from such sources and shall manage its own forces and the forces of its Subcontractors and any sub-subcontractors in such a manner as will result in harmonious labor relations on the site. The Contractor shall cause persons to be employed in the Work who will work in harmony with others so employed. Should the Work be stopped or materially delayed in the Awarding Authority's reasonable judgment due to a labor dispute, the Awarding Authority shall have the right to require the Contractor to employ substitutes acceptable to the Awarding Authority.

Date \_\_\_\_\_



Authorized Official's Signature

\_\_\_\_\_  
Typed or Printed Name of Person Signing

\_\_\_\_\_  
Company or Corporation

## DEBARMENT AND SUSPENSION CERTIFICATION

Any person or corporation that fails to date, sign with original signature, and submit the following statement shall not be awarded this contract.

1. The undersigned duly authorized contractor representative certifies to the best of his/her knowledge and belief, that the contractor and its principals is not presently debarred, suspended, purposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
2. The undersigned certifies under penalties of perjury that the said undersigned is not presently debarred (Chapter 550, Acts of 1991) from doing public construction work in the Commonwealth of Massachusetts under the provisions of Section 29F of Chapter 29 of the General Laws, or any other applicable debarment provisions of any other Chapter of the General Laws, or any Rule or Regulation promulgated thereunder.

Date Authorized Representative's Signature: \_\_\_\_\_

Typed or Printed Name of Person Signing: \_\_\_\_\_

Company or Corporation: \_\_\_\_\_