

## **INVITATION FOR BID**

CITY OF FITCHBURG

#23-043-C Crocker Elementary School Project

The City of Fitchburg School District, the Awarding Authority, invites sealed bids for the construction of the new Crocker Elementary School Project located at 200 Bigelow Road in Fitchburg, Massachusetts 01420 as described in the drawings and specifications prepared by Saam Architecture. Bidding procedures shall be in accordance with Massachusetts General Laws, Chapter 149, sections 44A through 44J as amended by Chapter 193 of the Acts of 2004.

**SCOPE OF WORK:** The Project consists of the construction of a new, 2 story, 116,000 SF elementary school building containing classrooms, offices, Cafetorium Space, Media and Art spaces, and Gymnasium. The sitework will include regrading, new parking areas, driveways, walkways, and plantings. The abatement and demolition of the existing Crocker Elementary School building will occur after the new building is occupied. Construction is anticipated to begin in January 2023 with a project duration of approximately 34 months.

The Project Team includes: Architect, Saam Architecture and Owner's Project Manager (OPM), Colliers Project Leaders

**SUB-BIDS:** Sealed bids from qualified sub-bidders who have been certified by the Massachusetts Division of Capital Asset Management and Maintenance (DCAMM) are invited for the following sub-trades: Miscellaneous and Ornamental Iron; Waterproofing, Dampproofing and Caulking; Roofing and Flashing; Metal Windows; Glass and Glazing; Tile; Acoustical Tile; Resilient Floors; Painting; Elevators; Fire Protection; Plumbing; Heating, Ventilating and Air Conditioning; Electrical Work. Qualified sub-bidders are sub-bidders who have been prequalified by the Awarding Authority for this Project pursuant to Section 19 of Chapter 193 of the Acts of 2004.

**GENERAL BIDS:** Sealed bids for the General Contract, from bidders who have been certified by the Massachusetts Division of Capital Asset Management (DCAM) for the category of work and the dollar amount of this project and who have been prequalified by the Awarding Authority for this Project pursuant to Section 19 of Chapter 193 of the Acts of 2004.

**Sub-Bids will be received until 10:00 AM Tuesday, December 6, 2022**

**General Bids will be received until 10:00 AM Tuesday, December 20, 2022**

Bidding procedures and award of Trade Contracts are subject to the provisions of the General Laws of the Commonwealth of Massachusetts (MGL) including but not limited to c.149, §44A to §44J inclusive; applicable sections of MGL c.30.

**PRE-BID CONFERENCE:** A pre-bid conference will be held on Wednesday, November 16, 2022 at 9:00 am local time at the job-site location, 200 Bigelow Road in Fitchburg, Massachusetts 01420. All bidders are strongly encouraged to attend.

**AVAILABILITY OF BID DOCUMENTS:** Specifications, Terms and Conditions and Forms may be obtained via the City's website at [www.fitchburgma.gov/procurement](http://www.fitchburgma.gov/procurement), under Current Solicitations. Complete sets of bidding documents shall be used in preparing bids; the City does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents or for modifications to the bidding documents including electronic conversion.

After a short registration procedure, solicitation documents may be downloaded for viewing, saving, or completing. Once registered for the solicitation, registrants become a plan holder for the purposes of public record.

Addenda will be issued electronically to all plan holders who have registered through the City's portal. It is the sole responsibility of the contractor, subcontractor, vendor and/or any individual and/or corporation to review all ADDENDUMS twenty-four hours prior to bid opening.

**REQUESTS FOR INFORMATION AND INTERPRETATION:** All inquiries should be submitted in writing by e-mail request at [ed@saam-arch.com](mailto:ed@saam-arch.com). All Sub-Bid inquiries are due by 5:00 PM on November 21, 2022. All General Bid inquiries are due by 5:00 PM on November 30, 2022.

**RECEIPT OF BIDS:** SEALED BIDS will be received by the Chief Procurement Officer until date and time stipulated herein above.

Bid shall be addressed and delivered to the Chief Procurement Officer, City Hall, 718 Main Street, Suite 208, Fitchburg, MA 01420. City Hall is open from 8:30 am to 4:30 pm on weekdays.

**SPECIAL INSTRUCTIONS FOR BID PACKAGE DELIVERIES:** If the bid is to be dropped off in person, please go to the Purchasing Office on the second floor. Please leave yourself ample time before the deadline time to deliver your bid. Bids arriving late or left in any outside receptacle will be rejected and returned unopened.

**BID OPENING:** Filed sub-bid opening will be held in-person and also live via GoToWebinar. Filed sub-bids will be opened on the date stated in the bid documents on a staggered schedule between 10:00 am and 3:00 pm. A schedule will be released, along with a GoToWebinar link, one week prior to opening. This opening schedule DOES NOT change the deadline time to submit.

General Contractor bid opening will be held in-person and also live via GoToWebinar immediately following the due date and time. Plan holders will be provided with a GoToWebinar link one week prior to opening.

**BID SECURITY:** Bid security in the amount of 5% of the bid amount must accompany each General Bid and each Filed Sub-Bid.

PERFORMANCE, LABOR AND MATERIAL BONDS: The successful General Bidder will be required to furnish a performance bond and a labor and materials payment bond, each in the amount of 100% of the Contract Price, and of a surety company qualified to do business under the laws of the Commonwealth. Each prequalified sub-bidder selected to execute a sub-contract with the Contractor will be required to furnish a performance bond and a labor and materials payment bond, each in the amount of 100% of their Subcontract Price, and of a surety company qualified to do business under the laws of the Commonwealth. Successful sub-bidders for sub-trades which have not been prequalified will be required to furnish a performance bond and a labor and materials payment bond only if requested to do so by the successful general bidder in its bid, and the cost of such bonds will be paid by the Contractor.

CONTRACT AWARD: Upon receipt of bids, the Owner and Project Team must determine, from information submitted on the Update Statement, whether the apparent low bidder is responsible and can be awarded the Contract.

The Awarding Authority reserves the right to waive irregularities and to reject any or all bids if it is in the public interest to do so, and to reject any sub-bid if the Awarding Authority determines that such sub-bid does not represent the bid of a person competent to perform the work as specified.

Mary A. Delaney  
Chief Procurement Officer

*Notice of Bid published in Central Register, Sentinel and Enterprise, COMMBUYS and the official City website.*