

Addendum No. 2 to IFB 22-67



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Procurement and Contracting Services
KATJANA BALLANTYNE
MAYOR

To: Bidders of IFB 22-67 Somerville City-wide Landscaping Services

From: Andrea Caruth, Deputy Chief Procurement Officer

Date: July 29, 2022

Re: Change to the price sheet and scope of work and extension of Bid Opening date

Addendum No. 2 to IFB 22-67

****Please note the Bid Opening Date is extended to Thursday August 4, 2PM****

This addendum updates the price sheet and scope of work adding Section 1.2 City Islands.

This addendum extends the bid opening.

**** Failure to acknowledge this addendum may result in bid disqualification.****

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ #2 _____ #3 _____ #4 _____

SECTION 3.0

FORM FOR GENERAL BID

The undersigned proposes to furnish all labor and materials required for: Somerville City-wide Landscaping Services

In accordance with the accompanying plans and specifications prepared by the City of Somerville) and specified below, subject to additions and deductions according to the terms of the specifications.

The bidder certifies the following bulleted statements and offers to supply and deliver the materials and services specified below in full accordance with the Contract Documents supplied by the City of Somerville

- The bids will be received at the office of the Chief Procurement Officer, Somerville City Hall, 93 Highland Avenue, Somerville, MA 02143 no later than **08/04/2022 by 2PM EST**
- If the **awarded** vendor is a Corporation a “Certificate of Good Standing” (produced by the Mass. Sec. of State) must be furnished with the resulting contract (see Section 4.0.)
- **Awarded Vendor** must comply with Living Wage requirements (see Section 4.0; only for services)
- **Awarded Vendor** must comply with all applicable laws, including but not limited to the [Somerville Wage Theft Ordinance](#).
- **Awarded Vendor** must comply with insurance requirements as stated in Section 4.0.
- The Chief Procurement Officer reserves the right to accept or reject any or all bids and/or to waive any informalities if in her/his sole judgment it is deemed to be in the best interest of the City of Somerville.
- The following prices shall include delivery, the cost of fuel, the cost of labor, and all other charges.
- This form to be enclosed in sealed bid package.

Section 1.1: Annual Lumpsum Pricing for the Scheduled Activities – Include Labor, Material and Equipment

Item No.	Location	Landscaping Area (Sq. Ft.)	Year 1		Year 2		Year 3	
			Rate per visit (30 visits w/ 2-person crew)	Total	Rate per visit (30 visits w/ 2-person crew)	Total	Rate per visit (30 visits w/ 2-person crew)	Total
1	John F. Kennedy Elementary School 5 Cherry St, Somerville, MA 02144	Approx. 5,500	\$	\$	\$	\$	\$	\$
2	Arthur D. Healey School, 5 Meacham Street Somerville, MA 02145	Approx. 6,500	\$	\$	\$	\$	\$	\$
3	East Somerville Community School, 115 Pearl St. (50 Cross St.)	Approx. 108,900	\$	\$	\$	\$	\$	\$

4	Armory Building 191 Highland Avenue, Somerville, MA 02143	Approx. 6,500	\$	\$	\$	\$	\$	\$
Section 1.1 Annual total (Sum of the annual pricing for the above mentioned locations)			\$	\$	\$	\$	\$	\$

Section 1.2

Item No.	Location	Estimated hours	Year 1		Year 2		Year 3	
			Rate per hour for 2-person crew	Total	Rate per hour for 2-person crew	Total	Rate per hour for 2-person crew	Total
1	City Islands	100 hours	\$	\$	\$	\$	\$	\$
Section 1.2 Annual total (Sum of the annual pricing for the above mentioned locations)			\$	\$	\$	\$	\$	\$
Subtotal of Section 1.1 and Section 1.2 (for 3 years (sum of the annual totals for 3 years))			\$		\$		\$	

Section 2: Unscheduled Activities

Bidders note: If the City of Somerville authorizes the landscaping maintenance service contractor to perform unscheduled activities, such activities must be invoiced by listing the dates and number of crews where labor was provided, and the written description, unit cost and quantities of any parts and materials furnished by the contractor to the City.

2.1. Parts and Materials

For the purpose of evaluating bids, the City of Somerville has estimated that this contract will include parts and materials that may be required for the unscheduled activities equal to thirty thousand dollars, based on the pricing described as included in the Technical Specifications.

- The bidder shall enter below any bid mark up or discount to be applied to the estimate of thirty thousand dollars.
- This markup or discount will apply to all parts and materials that may need to be purchased by the awarded Contractor. It will not apply to labor costs or to the lump-sum bid in section 1.
- The bidder must indicate what type of net price is being used (a discount or a mark-up, and by what percentage) and must submit a copy of her/his current list price schedule with the bid.

	Year 1	Year 2	Year 3
% mark-up or discount, or “not applicable”			

Estimated budget for parts & materials	\$30,000	\$30,000	\$30,000
Annual pricing for parts & materials (30,000 + % mark-up or -discount, or “not applicable)			
Subtotal of Section 2.1 Parts and Materials (sum of the annual pricing for parts & materials for 3 years)	\$		

2.2 Labor Rates (These estimated are estimates only and not guaranteed.)

Item Number	Description	Unit	Estimated Hours	Year 1		Year 2		Year 3	
				Unit Price	Total Price (Unit price X 100)	Unit Price	Total Price (Unit price X 100)	Unit Price	Total Price (Unit price X 100)
1.	Standard Rate for Landscaping – 2 person crew	Per Hour/per 2 person crew	100	\$	\$	\$	\$	\$	\$
Subtotal of Section 2.2 Labor Rate (Sum of the annual total prices for 3 years)				\$					

Section 3: Total Bid Pricing

Total Bid Price (Sum of the subtotals of Section 1.1 + Section 1.2 + Section 2.1 +Section 2.2) in figure		\$
Total Bid Price (Sum of the subtotals of Section 1.1 + Section 1.2 + Section 2.1 + Section 2.2) in words		\$
The proposed contract price is (total bid in figures):		
\$		
Total in words:		
<i>(If applicable)</i> The contract price does not include the items listed on the attached “Bid Form for Alternates;” the bidder understands that the project construction cost estimate provided by the City is inclusive of all the work described in this form.		

The undersigned agrees that, if he is selected as general contractor, he will within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the awarding authority, execute a contract in accordance with the terms of this bid and furnish a performance bond and also a labor and materials or payment bond (as indicated in the "Key Project Information" section on the 2nd page of this bid), each of a surety company qualified to do business under the laws of the commonwealth and satisfactory to the awarding authority and each in the sum of the contract price, the premiums for which are to be paid by the general contractor and are included in the contract price; provided, however, that if there is more than one surety company, the surety companies shall be jointly and severally liable.

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations applicable to awards made subject to section 44A.

The undersigned further certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

The Undersigned Bidder certifies under the penalties of perjury that:

- (1) Pursuant to M.G.L. c. 62C, §49A, to the best of the signatories knowledge and belief, that the Undersigned Bidder is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support, as well as paid all contributions and payments in lieu of contributions pursuant to MGL 151A, §19A(b); and,
- (2) the Federal Employer Identification Number (EIN) of the Bidder is: --

The Undersigned Bidder certifies under penalties of perjury that the Bidder is not presently debarred from doing federal or state public construction work, that the Bidder has not had its low bid rejected by any municipality in the previous two years, except:

in which case the reasons for rejection were as follows:

The Undersigned Bidder certifies under penalties of perjury that the Bidder will comply with all applicable laws, including City of Somerville ordinances that include but are not limited to: [living wage ordinance](#), [ordinance to protect vulnerable road users](#), [responsible employer ordinance](#), and [ordinance to protect against wage theft](#).

As a condition of this bid, the bidder hereby certifies that neither the bidder nor any of the bidder's subcontractors have been subject to a criminal or civil judgment, administrative citation, final administrative determination, order, or debarment resulting from a violation of M.G.L. c. 149, M.G.L. c. 151, or 29 U.S.C. § 201 et seq. within five years prior to bid submission.

In the alternative, the Bidder hereby discloses a criminal or civil judgment, administrative citation, administrative determination, or debarment, within five years prior to bid submission. Included with the Bid is a copy of the same, in addition to documentation demonstrating that all damages, fines, costs, and fees have been paid.

The Undersigned Bidder has submitted all requested referenced information on the Reference Form.

The Undersigned Bidder understands that the contractor and subcontractors will be required to pay prevailing wages to laborers and mechanics, and that if the Undersigned's bid is significantly below the average bid, the Awarding Authority may require the Bidder to substantiate that the bid is based on payment of wages at prevailing rates.

The Undersigned Bidder certifies that it can achieve substantial and final completion by the dates notes in Section 2.2, herein, unless otherwise noted in the Notice to Proceed as delivered to the awarded vendor.

Should certain additional work be required, or should the quantities of certain classes of work be increased or decreased from those required by the Contract Documents, by authorization of the City, unit prices listed on the attached "Unit Price Form" shall at the option of the City be the basis of payment to the Contractor or credit to the City, for such increase or decrease in the work. The unit prices shall represent the exact net amount per unit to be paid the Contractor (in the case of addition or increase) or to be refunded the City (in the case of decrease). Contractually noted adjustments will be allowed for overhead, profit, insurance or other direct or indirect expenses of the Contractor or Subcontractors.

The unit prices shall include cost of fuel, all labor, materials, equipment, overhead, profit, insurance, etc. to cover the finished work of the several kinds called for. Changes shall be processed in accordance with the provisions of the General Conditions governing changes in the work.

Executed this _____ day of _____, 20____.

Name of Company/Individual:

Address, City, State, Zip:

Tel #

Email:

Name and Title of Person Signing

**Signature of Authorized
Individual**

Please acknowledge receipt of any and all Addenda (if applicable) by signing below and including this form in your bid package. Failure to do so may subject the proposer to disqualification.

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ #2 _____ #3 _____ #4 _____ #5 _____ #6 _____ #7 _____ #8 _____ #9 _____ #10 _____