

Addendum No. 1 to IFB 27-15



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Procurement and Contracting Services
JAKE WILSON
MAYOR

To: All Parties on Record with the City of Somerville as Holding IFB 27-15
Repairs & Maintenance to Overhead Doors

From: Logan Carroll lc Carroll@somervillema.gov procurement@somervillema.gov

Date: 9/22/2026

Re: Questions and Answers
Extension of Bid Submission Deadline
Revised Price Form (Section 3.0 Form For General Bid)
Historical Repair & Maintenance Data

Addendum No. 1 to IFB #27-15

Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

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

Addendum No. 1 to IFB 27-15

Extension of Bid Submission Deadline

The City of Somerville is extending the bid submission deadline to: **Wednesday, September 30th, 2026 by 2:00PM**

Revised Price Form (Section 3.0 Form For General Bid)

Per questions asked by vendors below, the price form has been updated accordingly. Bidders must use the revised price form when submitting their bid.

#	Question	Answer
1.	Is this contract for scheduled maintenance service, or on-call repairs?	Both. For details, please see the following sections of the Scope of Work: III. On-Call Repair Service, IV. Emergency Repair Service, and V. Preventative Maintenance.
2.	Are the on-call repairs mostly emergencies?	There is a mix of emergency repairs, on-call repairs that are less urgent, and schedule repairs and maintenance. It depends on the location and the type of problem. For example, a fire station is more likely to need an emergency repair, while DPW may be able to wait a day or two before the door is fixed.
3.	What is the value of the current contract? Who is the current contractor?	Safeway Overhead Crane Service holds the current contract. The one-year contract value is \$122,500. Please note that DPW adjusted the estimated hours and quantities since the previous bid cycle, so the estimated value has changed for this IFB.
4.	The estimated value for this IFB is \$135,000. If our bid is higher than that, will we be disqualified?	The estimated contract value is based on historic contract usage. The contract will be awarded to the lowest responsive and responsible bidder, even if the lowest bid exceeds the City's estimate. However, the City reserves the right to reject all bids if doing so is in the best interest of the City.
5.	How will the Contractor get access to doors for repairs/maintenance?	Any service call will be coordinated with the DPW Facilities Division. DPW will work with location occupants as needed to secure access for the Contractor.
6.	Does the bid include parts?	Yes, the Bid Form includes a budget for parts of \$30,000. Bidders will provide parts and materials at either a percentage markup, a percentage discount, or at cost.
7.	Will the City provide a scissor lift on site for the Contractor's use during work?	No, the Contractor must provide any equipment required to complete the work. Bidders should provide pricing for equipment using the revised bid form, attached.
8.	Will individual locations contact the Contractor to request work?	No, all service requests will come from the DPW Commissioner or Designee.
9.	The scope says work over \$10,000 requires a quote. If the job will cost less than	No work can begin without written authorization from the DPW Commissioner or Designee, and DPW may request

Addendum No. 1 to IFB 27-15

	\$10,000, are we good to order parts, etc.?	quotes for work costing less than \$10,000. However, DPW may authorize the Contractor to order parts/begin work without a quote for work under \$10,000.
10.	Can you provide historical repair & maintenance data for previous contracts?	Please see attached.
11.	Is this a mandatory site visit?	The site visit is optional. Bidders who did not attend the site visit are still eligible to bid.
12.	What type of wiring do the overhead doors at DPW have?	Single phase. All doors at DPW have been replaced within the past 5 years.
13.	You said that Collins Overhead Door installed the doors at Assembly Sq. Fire Station. Do they service these doors?	No, the doors are no longer under warranty with Collins. They are included in the scope of the current Overhead Door contract and in the scope of the contract resulting from this IFB.
14.	Does the contract start on 1/1/2027?	The contract start date is 12/1/2026.
15.	Do the quarterly preventative maintenance services start immediately at the contract start date?	There is no fixed PM schedule. PM service visits are coordinated between the Contractor and the DPW Facilities Division. DPW may prioritize certain buildings that have been having issues, or postpone a service visit due to other work going on at a location.
16.	Do most emergency calls happen before 9 PM?	Historically, urgent/emergency calls from fire stations have typically come either during the day or after 10 PM. It's hard to predict.
17.	What is the contractual response time for emergency calls?	Please see section IV.C. in the Scope of Work: "The Contractor will acknowledge emergency service calls within one (1) hour of notification by an authorized City of Somerville employee. Repair technicians will arrive at the designated job site no more than two (2) hours after the DPW Commissioner or Designee has requested emergency repair service."

Section A: Hourly Labor Rates – On-Call and Emergency Repairs

Labor Category	Est. Hours	2026-2027	
		Hourly Rate	Total Cost Hourly Rate × Est. Hours
Regular Time: 7:00 AM–4:30 PM, Monday–Friday	700	\$	\$
Overtime: 4:31 PM–6:59 AM, M–F; Weekends & Holidays	40	\$	\$
Subtotal Section A: Total of all labor categories		\$	

Section B: Quarterly Maintenance

Please see Section V. Preventative Maintenance for the location and quantity of overhead doors designated for quarterly maintenance.

	2026-2027
Quarterly Maintenance Fixed Cost As outlined in the specifications	\$
Subtotal Section B: Quarterly Maintenance Cost × 4	\$

Section C: Annual Maintenance

Please see Section V. Preventative Maintenance for the location and quantity of overhead doors designated for annual maintenance.

	2026-2027
Annual Maintenance Fixed Cost As outlined in the specifications	\$
Subtotal Section C: Annual Maintenance Cost × 1	\$

Section D: Parts & Materials

Vendors will provide parts & materials to the City of Somerville according to one of the following cost structures: (1) at Cost, (2) a flat percentage Discount, or (3) a flat percentage Mark-up.

	2026-2027
Estimated Annual Budget for Parts & Materials	\$30,000.00
Discount/Markup Rate	%
Discount/Markup Amount Est. Annual Budget × Discount/Markup Rate	\$
Estimated Annual Total for Supplies at Discount/Markup Est. Annual Budget ± Discount/Markup Amount	\$

Section E: Grand Total Bid Price	
Total Bid Price Subtotal Section A + Subtotal Section B + Subtotal Section C + Subtotal Section D	\$

OPTIONAL – Section F: Rental Equipment	
Scissor Lift up to 30 ft. – Fee per Day	\$

Overhead Door Repair & Maintenance Services – 12/2024-7/2026

Service Date	Reg Hrs	OT Hrs	Location	Notes
12/2/2024	8		Somerville HS	Emergency repairs to DoorKing gate operator
12/4/2024	4		SFD Engine 6	Repair drawbar motor operator, reset limits
12/6/2024	8		DPW	Bay 7: repair damaged door & tracks. Bays 57,59: install replacement doors
12/13/2024	18		DPW	Bays 11-19: Repair as needed
12/18/2024	4		SFD Engine 3	Adjustments, PM. Recommend replacement
12/23/2024	8		DPW	Bay 46: Repaired Genie drawbar operator, lubed all moving parts, adjusted upper & lower limits
1/3/2025	12		Kennedy	Repair basketball hoop hoist. Recommend replacement
1/4/2025		4	SFD Engine 3	Emergency: insulated door stuck open, remains in manual operation. Needs additional repairs, recommend replacement
1/7/2025	16		SFD Engine 3	Repairs to 2 doors
1/9/2025	4		DPW	Bay 6: Repaired door operator
1/23/2025	4		DPW	Connected motor operators for bays 55,57
2/7/2025	8		SFD Engine 3	Replace broken torsion spring assembly
2/8/2025		30	SFD Engine 6	Door hit by ladder truck - emergency call to get door closed. Bottom section damaged and needs replacement.
2/10/2025	16	4	SFD Engine 6	Temporary repairs to get door operational until new parts come in
2/11/2025	24		SFD Engine 6, SFD Engine 1	Complete temp repairs at Engine 6. Repairs at Engine 1.
2/18/2025	8		DPW	Bay 26: Replaced broken hinges, rollers, adjust & lube
3/6/2025	0		DPW	Replacement doors for bays 5,6 (materials invoice)
3/7/2025	8		SFD Engine 7	Troubleshoot misaligned door. Ordered parts
3/11/2025	16		SFD Engine 7	Replaced damaged cable, broken slide assembly
3/21/2025	6		SFD Engine 7	Supplied & programmed new transmitter for door operator
3/26/2025	24		SFD Engine 6	Removed 3 damaged door sections, installed 3 new sections, reset springs and limit switches.
3/29/2025	76		Annual PM	DPW, Founders Rink, Boathouse, SHS, Dilboy Stadium, Dilboy Pool
4/1/2025	24		DPW	Removed damaged door on bay 6, began installing new door
4/2/2025	24		DPW	Completed installation of new door on bay 6. Removed damaged door on bay 5, began installing new door
4/3/2025	16		DPW	Completed installation of new door on bay 5
4/12/2025	32		Quarterly PM	
4/11/2025	10		SFD Headquarters	Install door cable assemblies for 4 main doors
4/14/2025	8		SFD Headquarters	Replaced worn/damaged trolley slide assembly
4/16/2025	4		SFD Headquarters	Adjustments to mechanic bay door to get door to close tightly to the ground
4/25/2025	16		Dilboy Stadium	Repair equipment storage rolling door. Repair concession stand window shutters.

4/29/2025	20		SFD Engine 6	Aluminum/glass sectional door hit by ladder truck. Made temporary repairs to get door operational, ordered new bottom section.
5/13/2025	72		SFD Engine 3	Furnish and install new rolling steel door to replaced existing damaged door. Rental equipment: fork truck, scissorlift.
6/19/2025	16		SFD Engine 6	Remove damaged bottom section & installed replacement, reset torsion springs & limit switches
7/2/2025	4		DPW	Fleet Garage – install and program 3 new transmitters for both doors
7/8/2025	14		SFD Engine 6	Repair broken cables and missing astragal on glass/aluminum section door
7/14/2025	16		Somerville HS	Troubleshoot Cornell Cookson door b/w plumbing and HVAC. Replaced motor capacitor, may need new motor operator.
7/17/2025	4		Somerville HS	Troubleshoot Cornell Cookson door, motor operator needs replaced.
7/25/2025	16		Somerville HS	Install new Cornell motor operator
8/11/2025	8		SFD Ladder 2	Repair door, adjust springs, lubricate, PM
8/12/2025	0	24	SFD Engine 6	Emergency call for door hit by truck
9/21/2025	0	12	SFD Engine 6	Emergency repair – cables off drum
10/2/2025	24		SFD Engine 6	Replace bottom door section, cable drums & assemblies
10/3/2025	8		SFD Engine 6	Install pair of extension springs
10/15/2025	8		SFD Engine 6	Repair door as needed, PM
10/17/2025	8		Somerville HS	Repair existing auto gate (replace damaged arm). Reprogram maint garage door.
10/21/2025	12		SFD Engine 6	Troubleshoot door, found broken cable bracket
10/28/2025	8		SFD Engine 6	Replace damaged wall button
11/12/2025	16		DPW	Replace motor operator, reprogram transmitters
11/13/2025	16		Quarterly PM	Locations not itemized
11/26/2025	4		SFD Engine 1	Install & program neww transmitter for Tower 1 door
11/28/2025	4		SFD Engine 1	Troubleshoot motor operator problem
12/5/2025	16		DPW	Repair/adjust kennel door
12/17/2025	8		DPW	Repair photoeyes on bays 1,2
12/18/2025	8		DPW	Replace keyless entry on bay 10
12/19/2025	8		DPW	Replace photoeye on bay 36, repair on bay 33
12/19/2025			Annual PM	
12/30/2025			Quarterly PM	
12/24/2025	8		DPW	Repair photoeyes on bays 45,47,51
12/29/2025	6		SHS	Troubleshoot & repair plumbing shop door 1
12/31/2025	8		SFD HQ	Repairs to bays 2,3,5
1/5/2026	4		SFD Engine 2	Adjust doors as needed
1/22/2026	16		SFD Engine 6	Replace top rollers
2/4/2026	4		PSB	Repair sallyport
3/2/2026	8		DPW	Repair bay 22 (hit by truck)

3/5/2026	8		DPW	Troubleshoot keyless entry on 49
3/13/2026	8		SFD Engine 6	Repair Engine 6, PM
3/20/2026	7		DPW	Repair bay 17, add weatherstripping
3/24/2026	6		DPW	Deliver new doors
3/25/2026	21		DPW	Weather stripping
3/27/2026	4		DPW	Weather stripping
3/30/2026	18		DPW	Weather stripping
4/7/2026	4		Somerville HS	Troubleshoot fire door
4/9/2026	4		DPW	Troubleshoot bay 32 keypad
4/13/2026	5		DPW	Load, deliver weatherstripping
4/15/2026	16		DPW	Weather stripping, install keyless entry pad for bay 46
4/17/2026	4		DPW	Repair track hit by truck/loader
4/21/2026	8		DPW	Weather stripping
4/21/2026	14		Somerville HS	Troubleshoot security door near Cosmetology
4/30/2026	10		DPW	Install new handle lockset for man door in bay 37
5/20/2026	12		DPW	Troubleshoot motor operators on bays 17,18
5/26/2026	20		DPW	Weather stripping, repair bay 23
5/27/2026	20		DPW	Weather stripping
6/2/2026	20		DPW	Weather stripping
6/8/2026	4		DPW	Weather stripping
6/16/2026	15		DPW	Weather stripping
6/17/2026	24		DPW	Emergency repair to Fleet Garage door
6/19/2026	8		SFD HQ	Replace cable assembly, reset springs & limit switches
6/30/2026			Quarterly PM	
7/21/2026	24		SFD Engine 2	Replace bottom safety brackets, stem rollers for Auxiliary door
7/22/2026	24		SFD Engine 2	Replace bottom safety brackets, stem rollers for Reserve, Engine 1 doors
7/28/2026	24		DPW	Weather stripping, repair header on bays 51-53