



Town of Richmond
1529 State Road
Richmond, MA 01254

INVITATION FOR BIDS
IFB #: 2018-02

The Town of Richmond is soliciting sealed bids for site-work related to the re-surfacing and general improvements of the playground at the Richmond Consolidated School located at 1831 State Road (Route 41).

REQUIREMENTS:

1. The Scope of Work includes the following:
 - a. Site preparation: protect existing equipment and property, and close-off work areas
 - b. Removal and disposal of existing rubber mulch and landscape fabric
 - c. Placement of new landscape fabric over the entire playground area 14" below the mulch surface
 - d. Placement of 14" of "Playground Certified Wood Chips" over the entire playground area
 - e. Perform lawn and/or other repairs at all points adjacent to the playground area
2. It is the intention of the Town of Richmond for the work included in the Invitation to Bid to be performed and completed prior to **Thursday November 15, 2018**. Contractors submitting bids must be able to have all work completed by this date.
3. A site-visit will be conducted on **Monday September 24, 2018 at 10:00 AM** at the Richmond Consolidated School, 1831 State Road, Richmond, MA 01254. It is highly recommended that any contractor interested in submitting a bid should be present at the site visit.
4. It is the intent of the Town of Richmond to award a contract to the one responsible and responsive contractor offering the lowest bid on the total price of the entire project covered in these specifications.
5. All questions from prospective bidders must be addressed to Mark Pruhenski, Town Administrator, by sending an email to: townadmin@richmondma.org. All questions must be received by **Monday October 1, 2018 at 3:00 pm**.
6. Labor performed for this project is subject to prevailing wage rates (see attached Prevailing Wage listing) and labor harmony and OSHA training requirements (see Certifications page).
7. Bidders must include contact information and references for at least three projects performed by the bidder similar in size and scope as the project included in these specifications.

8. All bidders must submit a bid deposit in an amount equal to 5% of the respective bidder's total bid. The bid deposit must be included with the bid submission. Failure to include this bid deposit will result in the rejection of a bidder's bid.
9. Bidders must complete and include with the following within the bid submission:
 - a. Certifications page
 - b. Bid Form
 - c. Reference Form
 - d. Pre-bid Site Visit Attendance Form (OPTIONAL)
 - e. Bid deposit, equal to 5% of the value of the total bid
10. The winning bidder will be required to provide a payment bond to the Town of Richmond in an amount equal to 50% of the value of the total bid. A payment bond is not to be submitted with the bid; it will be required after the winning bidder is selected.
11. The successful bidder will be required to provide certificates of insurance including general liability and workers' compensation with limits acceptable to the Town of Richmond.
12. The successful contractor shall comply with all federal, state and local ordinances and regulations governing the type of work specified.
13. Sealed bids must be submitted to the Town of Richmond, "Attention: Playground Improvements Bid", 1529 State Road, Richmond, MA 01254. Bids must be received by **Monday October 15, 2018 at 10:00AM** at which time they will be opened. Any bids received after that time will be rejected.
14. The Town of Richmond reserves the right: to reject any or all bids, in part or in whole; to waive any minor informalities; or to act in any manner that is in the best interest of the Town of Richmond and the Richmond Consolidated School.
15. The Town of Richmond may make such investigations as it deems necessary to determine the ability of the contractor to perform the work, and the contractor shall furnish to the Town of Richmond all such information and data for this purpose as the town may request. The Town of Richmond reserves the right to reject any proposal if the evidence submitted by or the investigation of such contractor fails to satisfy the town that such contractor is properly qualified to carry out the obligation of the contract and to complete the work identified herein.

CERTIFICATIONS

CERTIFICATION OF NON-COLLUSION

The undersigned certifies under penalties or perjury that this bid or proposal 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.

STATE TAX CERTIFICATION

Pursuant to M.G.L. Ch. 62C, sec. 49A, I certify under penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

CERTIFICATION OF OSHA TRAINING

The undersigned hereby certifies that it 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 it will comply fully with all laws and regulations applicable to awards made subject to section 44A of chapter 149, or section 39M of chapter 30 of the general laws.

NAME OF FIRM _____

BUSINESS ADDRESS _____

TELEPHONE _____

Signature of Individual or Corporate Name

Name of and Title of Individual Signing Above

By: _____
Corporate Office (if applicable)

Date

**Town of Richmond
PLAYGROUND IMPROVEMENTS BID**

BID FORM

The undersigned submits the following bid to perform the scope of work listed below:

- a. Site Preparation as detailed on page 1 of the IFB.
- b. Removal and disposal of existing rubber mulch and landscape fabric
- c. Placement of new landscape fabric over the entire playground area (14" below wood chip surface)
- d. Placement of 14" of "Playground Certified Wood Chips" over the entire playground area
- e. Perform lawn and/or other repairs within the playground area and at all points adjacent to the playground area

Total Price \$ _____

Signature: _____

Company: _____

Name: _____

Address: _____

Title: _____

Telephone No. _____

Date: _____

**TOWN OF RICHMOND
PLAYGROUND IMPROVEMENTS BID
REFERENCE FORM**

PLEASE PROVIDE REFERENCES OF SIMILAR WORKED PERFORMED:

#1. NAME: _____

TITLE: _____ PHONE: _____

ORGANIZATION: _____

ADDRESS: _____

CITY/STATE: _____

#2. NAME: _____

TITLE: _____ PHONE: _____

ORGANIZATION: _____

ADDRESS: _____

CITY/STATE: _____

#3. NAME: _____

TITLE: _____ PHONE: _____

ORGANIZATION: _____

ADDRESS: _____

CITY/STATE: _____

**TOWN OF RICHMOND
PLAYGROUND IMPROVEMENTS BID
PRE-BID SITE VISIT ATTENDANCE FORM
(OPTIONAL)**

NAME _____

TITLE _____

COMPANY NAME _____

ADDRESS _____

TELEPHONE # _____

DATE OF SITE VISIT _____

Purchasing Agent, Town of Richmond