



**CITY OF GREENFIELD, a/k/a TOWN OF GREENFIELD
GREENFIELD, MASSACHUSETTS**

IFB TITLE: **NEWTON ELEMENTARY SCHOOL
EXTERIOR TRIM PAINTING**
IFB #: **12-01**

Date of Issuance: June 15, 2011 9:00 a.m.

Deadline for Receipt of Bids: June 29, 2011 2:00 p.m.

Submit to: Purchasing Department
 Office of the Mayor
 Town of Greenfield
 14 Court Square
 Greenfield, Ma 01301

Contact: Lane Kelly
 Chief Procurement Officer
 Town of Greenfield
 14 Court Square
 Greenfield, MA 01301
 1-413-772-1567 ext. 102
 purchasing@greenfield-ma.gov

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TABLE OF CONTENTS

IFB TITLE: ELEMENTARY SCHOOL EXTERIOR TRIM PAINTING

IFB NUMBER: 12-01

	<u>Page</u>
ADVERTISEMENT FOR BIDDERS.....	4
SECTION 1. INFORMATION FOR BIDDERS.....	5
SECTION 2. SCOPE OF WORK.....	11
SECTION 3. BID PRICING SHEET.....	13
SECTION 4. AGREEMENT.....	15
NON-COLLUSION AND TAX COMPLIANCE FORM	17
ATTACHMENT A: ASBESTOS REMOVAL SCOPE OF THE WORK	
ATTACHMENT B: PREVAILING WAGE CHART	

Advertisement for Bidders
Office of the Mayor
14 Court Square
Greenfield, MA 01301

Sealed Proposals addressed to the Office of the Mayor, 14 Court Square, Greenfield, Massachusetts 01301 and endorsed "IFB # 12-01 Proposal for Newton School, Paint Exterior Trim" will be accepted by the Office of the Mayor on the second floor of the Town Hall. Bids will be accepted until 2:00 p.m. on June 29, 2011. The Bids will then be publicly opened and read aloud at 2:00 p.m. in the Town Hall Meeting Room, Room #28.

The project consists of preparing and painting exterior trim on the Newton Elementary School in Greenfield.

The Bid Security from the Contractor in the form of cash, certified check, treasurer's check, or cashier's check, drawn upon a responsible bank in the Commonwealth of Massachusetts, or a bid bond in the amount of five percent (5%) of the bid shall be made payable to the Town of Greenfield, Massachusetts and shall be enclosed with the bid.

Contract documents and proposal forms can be picked up at the Mayor's Office, or electronically forwarded at no cost, or can be mailed upon request, at a fifteen dollar (\$15.00) charge for handling and mailing costs. Mailing will be either via UPS or U. S. Mail, Fourth Class, Special Handling. All handling and mailing costs must be prepaid. Contract documents and proposal forms will be available after June 15, 2011 @ 9:00 a.m.

A site inspection is scheduled for **June 17th, 2011 at 9:00 a.m. starting at the Newton Elementary School.** If there are any questions regarding the site inspection or the specifications, please contact:

Lane Kelly
Procurement Officer
Town of Greenfield
14 Court Square
Greenfield, MA 01301
1-413-772-1567 ext. 102

SECTION 1

INFORMATION FOR BIDDERS

The Purchasing Officer of the City of Greenfield on behalf of the School Department is requesting bids from qualified contractors for exterior painting services at its Newton Elementary School located at 70 Shelburne Road. The project includes exterior window trim and sash, some doors and entrance trim, fascia, soffit and architectural trim on all levels. Testing has confirmed the presence of asbestos-containing caulking and glazing compound. All work relative to removal of these materials shall be performed by a Massachusetts licensed Asbestos Abatement Contractor and all material shall be removed and disposed of in accordance with local, state and federal regulations pertaining to asbestos abatement.

You are invited to submit a bid for preparing and painting the exterior trim and related work at the prescribed school building. All work is to be performed in accordance with the following specifications and as otherwise noted.

1.1 **Location and Work to be Done:**

The work herein specified to be done (herein sometimes referred to as the “Work”) consists of preparing and painting the exterior trim at the Newton School located at 70 Shelburne Road.

- The Contractor shall furnish all labor, materials, equipment, machinery, apparatus, appliances, tools, supplies, and all other items necessary to do all the work required for the completion of the Work, as specified.
- Contractor is responsible for any construction debris removal and clean-up on a daily basis
- Said bid shall include all materials, site protection, equipment, disposal and all labor incidentals to the project.
- The award of the Contract will be based on the bid that meets the best interests of the City and the availability of funds.
- The Contractor shall submit two (2) copies of all proposed Material Safety Data Sheets (MSDS) for products used.

1.2 **Bid Documents**

The Advertisement for Bidders, SCOPE OF THE WORK, and forms for Bid, may be obtained via the Town’s website at www.greenfield-ma.gov; departments; purchasing; active bids or at the Office of the Mayor, Town Hall, 14 Court Square, Greenfield, MA 01301

1.3 **Questions Regarding Documents**

Questions concerning this IFB must be submitted in writing to: Lane Kelly, Chief Procurement Officer, Town of Greenfield, 14 Court Square, Greenfield, MA 01301 before 2:00 p.m. on June 23, 2011. Questions may be sent electronically via e-mail and directed to purchasing@greenfield-ma.gov. In the subject line of the e-mail put

“Question-Newton School Trim Painting”. Alternatively, they may be faxed to 413- 772-1519 Attn: L. Kelly.

The Chief Procurement Officer will set forth as Addenda, which shall become a part of the Contract Documents, such questions received as above provided as in his/her sole judgment are appropriate or necessary and his/her decision regarding each. At least three (3) days prior to the receipt of bids, she will send a copy of these Addenda to those prospective bidders known to have taken out sets of the Contract Documents and will post them on Town of Greenfield website at www.greenfield-ma.gov under the Purchasing Department.

1.4 Bidders to Investigate:

Bidders are required to submit their Bids upon the following express conditions which shall apply to and be deemed a part of every Bid received.

Bidders must satisfy themselves by personal examinations of the site of the Work and by such other means as they may wish, as to the actual conditions there existing, the character and requirements of the Work, and the difficulties attendant upon its execution.

1.5 Information not Guaranteed:

It is agreed and understood that no bidder or contractor shall use or be entitled to use any of the information made available to him or obtained in any examination made by him in any manner as a basis of or ground for any claim or demand against the Town, arising from or by reason of any variance which may exist between the information made available and the actual conditions or natural phenomena actually encountered during the construction work, except as may otherwise be expressly provided for in the Contract Documents.

1.6 Bid Submission

Sealed Proposals marked “Proposal for Elementary School Exterior Trim Painting” must be submitted to the Office of the Mayor, 14 Court Square, Greenfield, Massachusetts **by 2:00 p.m. on Wednesday, June 29, 2011**. The bids will be publicly opened and read aloud at 2:00 p.m. in the Town Hall Meeting Room, Room #28.

All bids must be upon the blank form for bid annexed hereto, state the proposed price of each item of the Work, both in words and in figures, and be signed by the bidder with his business address and place of residence.

Bids must be accompanied by the following:

- Bid security in the amount of five percent (5%) of the bid price in the form of a bid bond or certified, treasurer’s or cashier’s check issued by a responsible bank or trust company. (See 1.15)
- A Certificate of Non-Collusion signed by the individual submitting the bid
- A Certificate of Tax Compliance signed by the individual submitting the bid
- A complete list of all painting projects performed in the last three (3) years that are similar in size and scope to this project, including contact names and phone numbers.
- Certificate of Insurance
- Any requisite certifications for lead paint remediation.

Failure to include any of the above may be the basis for a determination that the bidder is not a responsible bidder.

The bidder by making a bid represents that the bidder has read and understands the bidding documents, and that the bid is made in accordance therewith. By submitting a bid, the bidder further represents that he or she has complied with the intent to visit the site, become familiar with local conditions under which the work is to be performed and has correlated the bidder's personal observations with the requirements of the contract documents. In addition, the bidder represents through his or her bid that the contract documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the work of this contract.

Bidder is to list exceptions in detail of any and all material, item or design specifications in their bid.

1.7 **Bid Modification or Withdrawal**

A bidder may correct, modify, or withdraw a bid by written notice received by the Town prior to the time and date set for bid opening. Bid modifications must be submitted in a sealed envelop clearly labeled "Modification No. ____". Each modification must be numbered in sequence, and must reference the original IFB.

1.8 **Bids:**

The Town of Greenfield reserves the right to reject any or all bids wholly or in part; to waive technicalities and informalities; to amend and/or cancel the bid prior to the time of opening; and to correct any award erroneously made as a result of a clerical error on the part of the Town. All information included in a proposal may be incorporated, at the sole discretion of the Town, into the contract for Elementary School Trim Painting to be entered into between the Town and the successful bidder.

1.9 **Alternates**

Each Bidder shall acknowledge Alternates (if any) on the Bid Form.

Bidders shall enter on the Bid Form a single amount for each Alternate which shall consist of the amount for work performed by the Contractor.

The low Bidder will be determined on the basis of the sum of the base bid and the accepted alternates.

1.10 **Comparison of Bids:**

Bids will be compared and awarded on the basis of each individual item's unit price stated in the bid.

In the event there is a discrepancy in the bid between the unit prices written in words and figures, the prices written in words shall govern.

The Town agrees to examine and consider each bid submitted in consideration of the bidder's agreements, as hereinabove set forth and as set forth in the BID.

1.11 **Ability and Experience of Bidder:**

No award will be made to any bidder who cannot satisfy the Town that he has sufficient ability and experience in this class of work and sufficient capital and plant to enable him to prosecute and furnish the material and work within a normal period of time. The Town's decision or judgment on these matters shall be final, conclusive, and binding.

1.12 **Bid Security:**

The Town will obtain Bid Security from the Contractor in the form of cash, certified check or treasurer's or cashier's check drawn upon a responsible bank in the

Commonwealth of Massachusetts or a bid bond in the amount of five percent (5%) of the bid shall be made payable to the Town of Greenfield, Massachusetts and shall be enclosed with the bid.

Each such check may be held by the Town as security for the fulfillment of the bidder's agreements as hereinabove set forth and as set forth in the BID. Should the bidder fail to fulfill such agreements, his bid check shall become the property of the Town as liquidated damages; otherwise, the bid check shall be returned to the bidder as hereinafter provided.

Bid checks will be returned to all except the three lowest bidders within three days, Sundays and legal holidays excluded, after the owner and the accepted bidder have executed the AGREEMENT. In the event that the AGREEMENT has not been executed by both the accepted bidder and the owner within 40 consecutive calendar days after the opening of bids, the bid check will be returned promptly upon demand of any bidder who has not been notified of the acceptance of his bid.

1.13 **Time for Completion:**

Contractor shall state their initiation and completion dates for the project, including all work necessary, to complete punch list items in their proposal based on the following dates:

For Newton School, initiation of work can commence as soon as awarded. All interior preparation for asbestos remediation must be completed by July 10, 2011 as a summer session begins on July 11, 2011. The exterior work should be completed no later than July 29, 2011 barring inclement weather conditions.

If vendor cannot meet these dates, identify alternate start and completion dates.

Should the Contractor fail to meet an agreed upon date, his surety bond may be called or a fine of \$100.00 a day levied for every work day the Work is not completed.

1.14 **Comparison of Bids:**

Bids will be compared and awarded on the basis of each individual item's unit price stated in the bid.

In the event there is a discrepancy in the bid between the unit prices written in words and figures, the prices written in words shall govern.

The Town agrees to examine and consider each bid submitted in consideration of the bidder's agreements, as hereinabove set forth and as set forth in the BID.

1.15 All questions relative to the specifications shall be directed to:

Lane Kelly
Chief Procurement Officer
Town of Greenfield
14 Court Square
Greenfield, MA 01301
1-413-772-1567 ext. 102
purchasing@greenfield-ma.gov

1.16 **Disputes:**

In the event of any dispute as to any of the terms and conditions of this Contract, it shall be determined in accord with the laws of the Commonwealth of Massachusetts and the Courts of the Commonwealth of Massachusetts shall have exclusive jurisdiction of the same.

1.17 **Insurance Certificates:**

The Contractor will not be permitted to start any work until he has submitted certificates covering all insurance called for, and has obtained approval in writing of such certificates from the Town.

Before starting, and until completion of the guarantee period, the Contractor shall procure, deposit, and maintain with the Town, insurance satisfactory to the Town as follows:

- A. Workmen’s Compensation and Employer’s Liability Insurance as required by the Workmen’s Compensation Laws of the Commonwealth of Massachusetts.
- B. Comprehensive General Liability Insurance covering Bodily Injury and Property Damage as follows:

Limits of Liability:

Bodily Injury *	\$300,000 each person \$500,000 each occurrence \$500,000 aggregate products
Property Damage *	\$100,000 each occurrence \$100,000 aggregate operations \$100,000 aggregate protective \$100,000 aggregate products \$100,000 aggregate contractual

* Or \$500,000 single limit combined Bodily Injury and Property Damage.

The Comprehensive General Liability Policy shall provide insurance for the Contractor for Bodily Injury and Property Damage to third persons arising out of:

- 1. Work performed by the Contractor himself with his own employees, called “premises operations.”
 - 2. Work performed by his subcontractors, called “sublet work” or Independent Contractors (this is referred to as Contractor’s Protective Liability).
 - 3. The Contractor’s liability assumed under this contract, called “Hold Harmless” clauses or indemnity agreement. (This is referred to as Contractual Liability Insurance).
 - 4. Products liability coverage covering the completed building or installation or products furnished. (This is called Products Liability Insurance for the manufacturer and Complete Operations Liability Insurance for the Contractor).
- C. Comprehensive Automobile Liability Insurance covering Bodily Injury and Property Damage, as follows:

Limits of Liability

Bodily Injury	\$300,000 each person \$500,000 each accident
Property Damage	\$100,000 each accident

This insurance is to apply with respect to all owned or hired vehicles of the Contractor and non-ownership protection for all employees of the Contractor engaged in the performance of this contract.

D. All policies shall be so written that the Town will be notified of cancellation or restrictive amendment at least 30 days prior to the effective date of such cancellation or amendment. Certificates from the insurance carrier stating the limits of liability and expiration date shall be filed in triplicate with the Town before operations are begun. Such certificates not only shall name the types of policy provided, but also shall refer specifically to this Contract* and article and the above paragraphs in accordance with which insurance is being furnished and shall state that such insurance is as required by such paragraphs of this Contract and shall be sufficiently comprehensive as to permit the owner to determine that the required insurance coverage has been provided without the necessity of examining the individual insurance policies.

If the initial insurance expires prior to completion of the Work, renewal certificates shall be furnished by the date of expiration.

* If blanket coverage is furnished, this particular Contract need not be referred to.

1.18 **Payment Bonding Requirement:**

M.G.L. c.149, §29 requires the Town to obtain a payment bond in the amount of at least 50 percent (50%) of the contract price from the contractor for every construction project costing over \$2,000.

1.19 **OSHA training certification:**

As of July 1, 2006, any person submitting a bid for, or signing a contract to work on, a construction contract estimated to cost more than \$10,000 must provide certain certifications in the bid or contract pertaining to the completion by all employees to be employed at the worksite and in the work of a construction safety and health course that is at least ten hours in duration and has been approved by the United States Occupational Safety and Health Administration (OSHA).

1.20 **References:**

Contractor will supply a complete list of all painting projects of similar size and scope completed within the past three years; including contact names and phone numbers.

1.21 **Warranties:**

Prior to final payment of monies for the contract, the Contractor shall provide the Town of Greenfield all required warranties, full and final discharges of liens from major material supplier and himself and the corporation of all punch list items.

1.22 **Pre-Bid Site Visit**

A pre-bid site visit is scheduled for Friday, June 17, 2011. Interested bidders should be at the Newton School, 70 Shelburne Rd, Greenfield promptly at 9 a.m.

SECTION 2

SCOPE OF THE WORK

The Newton School is a single level elementary school located at 70 Shelburne Road, Greenfield. It was originally built in 1915 and was remodeled and added to in 1991. Both the older section and the new addition are included in this project.

2.0 Asbestos Removal

- Painting Contractor is hereby advised that a scope of work exists for removal of asbestos –containing caulking and glazing compound (See Attachment A). All work must comply with this scope of work and must be performed by a Massachusetts licensed Asbestos Abatement Contractor and all material shall be removed and disposed of in accordance with local, state and federal regulations pertaining to asbestos abatement. The Contractor must coordinate appropriate inspections.
- The Contractor should assume lead paint is present and take all actions required by state and federal law (including OSHA regulations 1926.26 concerning worker safety) to insure paint chips do not contaminate the work site and surrounding areas, and that the material is properly disposed of. All work is to be in accordance with the Commonwealth of Massachusetts, Division of Occupational Safety, De-leading Regulation 454 CMR 22.00, section 22:11 if applicable.
- Compliance with all applicable lead base paint regulations, including but not limited to disposal, workers testing and protection, site protection, clean-up, and public safety, are the responsibility of the Painting Contractor.
- Painting Contractor is required to cover the ground, adjacent and/or lower surfaces so that paint chips can be collected and removed from site.

2.1 Site Staging and Access to the Work

- Site staging and access to the Work must be carefully planned and provided in order to provide: 1) maximum protection against damage to adjacent surfaces and structures; 2) maximum safety protection for workers; and 3) uninterrupted building ingress and egress by the staff.
- Any scaffold and climbing apparatus must be erected or placed meeting all industry standards and in compliance with DOS requirements. Additionally when not in use, all scaffold and climbing apparatus must be roped or fenced off in compliance with DOS requirements.

2.2 Supervision

The contractor is required to have a supervisor on the site at all times that work is being done who can read and speak standard English and who is capable of interpreting and/or translating for other lingual workers if necessary.

2.3. Restricted Access

The buildings are not open to construction personnel. Toilet facilities are the responsibility of the contractor.

2.4 Prohibitions on Site

Casual communications by construction personnel with students, staff, or faculty is prohibited.

The schools are "Tobacco Free." No tobacco use is permitted on the school campus, or in parking lots

2.5 In addition to the asbestos removal, the following scope applies to the base bid:

- Remove plants and vegetation from the walls
- Scrape loose paint and prepare wood surfaces for repainting
- Remove dirt and any other foreign matter from 100% of all wood surfaces for repainting.
- Remove mildew by scrubbing with solution of tri-sodium phosphate and bleach. Rinse with clean water and allow surface to dry completely
- Prime all scraped surfaces with one coat.
- Paint all exterior surfaces of the sides of the building, including window trim, and doors with one coat of primer and two coats of latex flat or low-luster exterior paint, Benjamin Moore MooreGard or equivalent, which must be approved by the Town. Color and finish should be approved by the Town.
- Paint is to be applied with a brush and not spray-painted. Leave on premises, where indicated by the Owner, not less than two (2) gallons of each color used. Paint to be applied only under temperature and humidity conditions recommended by manufacturer.
- Reset existing gutters and downspouts as necessary and scrape and paint all metal gutters and downspouts with a galvanized paint to be approved by the Owner.
- Contractor will NOT paint any aluminum storm windows.

Metal Doors

- Contractor will scrape and prime any previously painted metal exterior doors and associated trim.

Fascia and Soffit

- Contractor will paint all fascia and decorative wooden soffit and any other architectural wooden fixtures or members including any wooden spacers.

Cupolas

- Contractor will paint two (2) wooden cupolas attached to the roof facing Shelburne Rd.

Numbers

- The numbers "1915" located in the roofline of the Shelburne Rd. side are to be painted a color contrasting to the white trim to accentuate them. Contractor will provide a plan for this.

Grates and Vent Covers

- Contractor will paint any grates and/or ventilation covers at ground level

Modular Units

- Contractor will re-prime and paint exterior doors on the modular classroom unit on the west side of the building.

**SECTION 3
BID PRICING SHEET-NEWTON SCHOOL**

Bidder's Name

To the Town of Greenfield, Massachusetts, (hereinafter called the "Owner"):

Gentlemen:

The undersigned _____, as bidder, declares that the only persons or parties interested in this bid as principals are those named herein; that the bidder has carefully examined the proposed form of Proposal and the Contract Documents (and amendments thereto); and he bids and agrees, if this bid is accepted, that the bidder will furnish all equipment, materials and labor necessary for the completion of the work as specified in the Proposal, in the manner and time therein prescribed and according to the requirements of the Owner as herein set forth.

The bidder agrees that the Owner will have thirty (30) consecutive days from date of opening to accept the bid, except as described in the specifications, the unit(s) at the price, therein. The bidder also understands that the Owner reserves the right to accept or reject any or all bids and to waive any informalities in the Proposals if it is in the Owner's interest to do so. The Advertisement for Bidders, Information for Bidders, General and Technical Specifications, and Proposal Form attached thereto, shall become a contract upon the receipt by the bidder of written acceptance of this bid by the Owner.

The bidder will take in full payment, therefore, the following price, to wit:

Prepare and paint Newton School exterior: (write in words and numbers)

Base Bid:

Labor: _____ Dollars and _____ cents \$ _____

Materials: _____ Dollars and _____ cents \$ _____

Asbestos Removal: _____ Dollars and _____ cents \$ _____

Total _____ Dollars and _____ cents \$ _____

If this BID is accepted by the Town, the undersigned agrees to complete the entire work provided to be done under the Contract within the time stipulated as otherwise expressly provided in the AGREEMENT.

As provided in the INFORMATION FOR BIDDERS, the bidder hereby agrees that he will not withdraw this BID within 40 consecutive calendar days after the actual date of the opening of BIDS and that, if the Town shall accept this BID, the bidder will duly execute and acknowledge the AGREEMENT within ten (10) days after notification that the AGREEMENT and other Contract Documents are ready for signature.

Should the bidder fail to fulfill any of his agreements as hereinabove set forth, the Town shall have the right to retain as liquidated damages the amount of the bid check which shall become the Town's property.

This BID includes Addenda number *** _____
***To be filled in by bidder if Addenda are issued

The bidder, by submittal of this BID, agrees with the Owner that the amount of the bid security (5% of the BID) deposited with this BID fairly and reasonably represents the amount of damages the Owner will suffer due to the failure of the bidder to fulfill his agreements as above provided.

The bidder hereby certifies he shall comply with the minority manpower ration and specific action steps contained in the STATE REQUIREMENTS under Massachusetts Equal Employment Program, including the minority contractor compliance.

Prior to the award of the Contract, the Contractor must submit a Contractor's Certification of Compliance. The Contractor receiving the award of the Contract shall be required to obtain from each of its Sub-Contractors and submit to the contracting or administering agency prior to the performance of any work under said Contract a certification by said Sub-Contractor, regardless of tier, that it will comply with the minority manpower ratio and specific affirmative action steps contained in the Massachusetts Equal Employment Program.

L.S.
(SEAL) By: _____
(Signature and title of authorized representative)

(Business Address)

Date (City, State, Zip)

The bidder is a corporation incorporated in the State (or Commonwealth) of _____

(Bidder must add and delete, as necessary, to make this sentence read correctly).

(Note: If the bidder is a corporation, affix corporate seal and give below the names of its president, treasurer, and general manager, if any; if a partnership, give full names and residential addresses of all partners, and if an individual, give residential address if different from business address.

AGREEMENT

THIS AGREEMENT, executed this _____ day of _____, 2011

(herein referred to as the "AGREEMENT"), by and between the Town of Greenfield, Massachusetts, acting by and through its Purchasing Office, duly authorized therefore, which acts solely for said Town and without personal liability to itself, party of the first part, and _____ party of the second part.

WITNESSETH, that the parties to these presents, each in consideration of the undertakings, promises, and agreements on the part of the other herein contained, have undertaken, promised and agreed and do hereby undertake, promise, and agree, the party of the first part for itself, its successors and assigns, and the party of the second part for himself and his heirs, executors, administrators, successors and assigns, as follows:

The Contractor agrees to furnish all equipment, machinery, tools and labor, to furnish and deliver all materials required to be furnished and delivered in and about the improvement and to do and perform all work in accordance with the specifications and conditions attached hereto and made a part hereof, in strict conformity with the provisions herein contained and the Advertisement for Bidders, Information for Bidders, Proposal, General Specifications, and Special Provisions hereto annexed. All said General Specifications, Special Provisions, Addenda, Advertisement for Bidders, Information for Bidders, and Proposal are hereby specifically made a part of this contract as fully and to the same effect as if the same had been set forth at length herein.

In consideration of the foregoing premises, the Owner agrees to pay and the Contractor agrees to receive as full compensation for everything furnished and done by the Contractor under this contract; including all work required, for all loss or damage arising out of the nature of the work aforesaid, or from the action of the elements, or from any delay or from any unforeseen obstruction or difficulty encountered in the prosecution of the work, and for all risks of every description connected with the work, and for all expenses incurred by or in consequence of the suspension or discontinuance of the work as herein specified, and for well and faithfully completing the work, and the whole thereof, as herein provided, such price or prices as are set out in the accompanying proposal, and for all work required, for which there is no item in the proposal, such compensation as is provided for in the aforesaid specifications.

The Contractor's original bid price for this project is \$_____.

IN WITNESS WHEREOF, the Owner has caused this instrument to be signed and its corporate seal to be hereto affixed in its behalf, and the Contractor has caused this instrument to be signed in its behalf.

FOR THE OWNER:

Witness: _____

By the _____

FOR THE CONTRACTOR:

Witness: _____

By the _____

(If a corporation, attach to each signed Agreement a notarized copy of the corporate vote authorizing the signatory to sign this Agreement.)

Approved as to Appropriation:

Town Accountant

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of 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.

Date

Signature of individual submitting bid or proposal

Printed or typed name of person signing

Company or Corporation Name

TAX COMPLIANCE CERTIFICATION

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

Date

Signature of individual submitting bid or proposal

Printed or typed name of person signing

Company or Corporation Name