



# NOTICE OF PRICE QUOTE REQUEST

**TOWN OF BLANDFORD  
1 RUSSELL STAGE ROAD**

## **Porter Memorial Library Site Improvements**

The Select Board of the Town of Blandford ("the TOWN" hereafter) invites price quotes for construction of a patio at the Porter Memorial Library located at 87 Main Street, Blandford, MA 01008. Detailed project plans and specifications are provided in the scope of work included as Attachment D to this request. The TOWN will not be responsible for any costs incurred by a proposer in preparing and submitting a proposal in response to this Notice of Price Quote Request.

The responsible contractor possessing the skill, ability and integrity necessary for the faithful performance of the work offering the lowest price shall be awarded the contract subject to availability of funds. The TOWN as the Awarding and Contracting Authority, may cancel this solicitation, in whole or in part, at any time that such an act is deemed in its best interest, reserves the right to waive any informality or to reject any and all quotes in total or in part as may be deemed to serve the best interest of the Town, and will not be responsible for any costs incurred by a contractor in preparing and submitting a quote in response to this solicitation.

Questions regarding the project specifications and general questions about the project should be directed to Christopher Dunne, Town Administrator, at [administrator@townofblandford.com](mailto:administrator@townofblandford.com). Only written responses issued as addendum to this solicitation may be relied upon.

Contact the Town Administrator to schedule a date and time to review and inspect the project site to develop accuracy for bid proposal.

### **Price Quote Submission Procedure**

**All quotes must be provided on the attached Price Submission Form and received by Christopher Dunne at the Blandford Town Hall no later than 5:00 PM, Thursday, August 31, 2023.**

Hard copy materials will be accepted at the Town Hall, 1 Russell Stage Road, Blandford, MA 01008.

**Electronic quotes will also be accepted. Electronic materials must be sent to [administrator@townofblandford.com](mailto:administrator@townofblandford.com).**

### **Price Quote Contents**

All submissions must include:

1. A fully completed Price Submission Form, Attachment A.
2. Compliance Certifications, provided in Attachment B, signed by an authorized official of the proposer.

### **Successful Submission Requirements**

- The submission and review of price quotations must comply with M.G.L. c. 30, s. 39M, and other laws and regulations of the Commonwealth. Acceptance of any bid is subject to the continued availability of funds through appropriation. Quotes and contracts are subject to all laws governing Equal Opportunities and Non-Discrimination.
- All employees must provide proof of completion of no less than 10 hours of OSHA approved safety and health training.
- The successful proposer must furnish Worker's Compensation Insurance, evidence of Auto Liability, and evidence of Contractor's Liability Insurance in a minimum amount of \$1,000,000.
- The successful proposer must furnish a Payment Bond in the amount of 50% of the contract price if the contract is more than \$25,000. The dates on the bond must coincide with the contract date, and a current Power-of-Attorney must be attached.
- The proposer must not be presently debarred from providing goods and/or services to the Commonwealth of Massachusetts and/or U.S. Government.
- **The contract will be awarded to the responsible proposer possessing the skill, ability and integrity necessary for the faithful performance of the work, based upon the lowest price submitted in the Price Submission Form.**

### **Questions**

All questions should be directed to Christopher Dunne, Town Administrator, at [administrator@townofblandford.com](mailto:administrator@townofblandford.com). Only written responses issued as addendum to this solicitation may be relied upon.

### **Disclosure**

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 visited the site and connected with the Town Administrator, become familiar with local conditions under which the work is to be performed, and has correlated the bidder's personal observation with the scope listed herein. In addition, the bidder represents that what he or she is proposing is sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the work.

The Town of Blandford retains the right to cancel this Notice of Price Quote Request, or to reject in whole or in part any and all bids, and to waive any informalities in bidding, if the Town determines that cancellation or rejection serves the best interests of the Town.

All bid prices submitted in response to this request for price quotes must remain firm for seventy-five (75) days following the bid review.

The Town will not be responsible for any costs incurred by a proposer in preparing and submitting a proposal in response to this Notice of Price Quote Request.

**Attachment A**  
**TOWN OF BLANDFORD**  
**1 RUSSELL STAGE ROAD**

**Porter Memorial Library Site Improvements**  
**Price Quotation Form**

**PRICE SUBMISSION FORM – review Scope of Work (Attachment D)**

**Total Price:** \_\_\_\_\_ dollars  
(Words)  
(\$ \_\_\_\_\_)  
(Figures)

The above price is the total price for the work specified, including labor, materials, supplies, equipment, and any other costs involved in the work.

**Name of Firm:** \_\_\_\_\_

**Address of Firm:** \_\_\_\_\_  
\_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Typed or Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Attachment B**

**TOWN OF BLANDFORD  
1 RUSSELL STAGE ROAD**

**Porter Memorial Library Site Improvements**

**Compliance Certifications**

**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.

**Non Discrimination and Affirmative Action:** The Contractor agrees to comply with all applicable Federal and State statutes, rules and regulations prohibiting discrimination in employment, including but not limited to, the Americans with Disabilities Act 42 USC 12101, 28 CFR Part 35, or as amended; 29 USC S.791 et. seq.; Executive Orders 227, 237, 246; MGL C. 151B; and MGL C. 272, S. 92A, S98 et. seq., or any amendments to these provisions. Pursuant to Executive Orders 227 and 246, the Contractor is required to take affirmative actions designed to eliminate the patterns and practices of discrimination including providing written notice of its commitment to non-discrimination to any labor association with which it has an employment agreement, and to certified minority and women-owned businesses and organizations or businesses owned by individuals with disabilities. The Town shall not be liable for any costs associated with the consultant's defense of claims of discrimination.

**Public Contracts Debarment:** The respondent certifies that neither the company nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from the award of contracts, procurement or non-procurement programs from the Commonwealth of Massachusetts, United States Federal Government, and/or the Town of Blandford. "Principals" means officers, directors, owners, partners and persons having primary interest, management or supervisory responsibilities with the business entity. The Contractor shall provide immediate written notification to the town at any time during the period of the contract or prior to the contract award if the Contractor learns of any changed condition with regards to the debarment of the company or its officers. This certification is a material representation of fact upon which reliance will be placed when making the business award. If at any time it is determined that the vendor knowingly misrepresented this certification, in addition to other legal remedies available to the municipalities, the contract will be cancelled and the award revoked.

**Qualifications:** The Contractor represents that it is qualified to perform the services required under this contract and possesses or shall obtain all requisite licenses and permits.

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

**Employment Security Contributions and Compulsory Workers' Compensation Insurance:** Pursuant to MGL C.151A, S.19 and MGL C.152, the Contractor certifies with all laws of the Commonwealth relating to payments to the Employment Security System and all Commonwealth laws relating to required worker's compensation insurance policies.

**Labor Harmony & OSHA Training Certification:** The undersigned certifies that s/he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work, and certifies 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 (OSHA) that is at least 10 hours in duration.

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Signature

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Name of Person Signing Proposal

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Name of Business

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Date

**Attachment C**

**TOWN OF BLANDFORD  
1 RUSSELL STAGE ROAD**

**Porter Memorial Library Site Improvements**

**Prevailing Wage Rates**

Provided in separately from this document

**Attachment D**

**Scope of Work**

**TOWN OF BLANDFORD  
1 RUSSELL STAGE ROAD**

**Porter Memorial Library Site Improvements**

**Scope of Work**

**Work of the Contract is shown and described in the Drawings and Project Manual entitled:**

**Porter Memorial Library Site Improvements  
Town of Blandford, Massachusetts  
August 2023**

**The Work includes the following major items:**

- 1. Strip topsoil within limits of proposed work.**
- 2. Provide unit paver patio, stone edge strip, and precast concrete unit wall.**
- 3. Seed and restore lawn areas adjacent to the proposed patio.**

**Attachment E**

**Legal Notice**

**REQUEST FOR QUOTES**

**Town of Blandford**

**Porter Memorial Library Site Improvements**

The Select Board of the Town of Blandford invites price quotes for construction of a patio at the Porter Memorial Library located at 87 Main Street, Blandford, MA 01008. Electronic copies of the written scope of work may be requested by emailing [administrator@townofblandford.com](mailto:administrator@townofblandford.com). The written scope of work will be available from the time of this notice until the due date specified below. The Select Board will be the awarding and contracting authority and reserves the right to reject any and all proposals if it is deemed in the best interests of the Town to do so.

**Price quotations are to be submitted no later than 5:00 PM, Thursday, August 31, 2023 at the Town Offices, 1 Russell Stage Road, Blandford, MA, 01008 or to the email address listed above.**