

ROCKLAND WATER DEPARTMENT INVITATION FOR BIDS
FOR EXCAVATION AND PAVING SERVICES
F.Y. 2025 - F.Y. 2027
(September 12, 2024 - June 30, 2027)

BID PACKAGE CONTENTS

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Kristel Cameron, Superintendent
Abington/Rockland Joint Water Works
366 Centre Avenue
Rockland, Ma. 02370
(781) 878-0901

LEGAL NOTICE

ROCKLAND WATER DEPARTMENT INVITATION FOR BIDS FOR EMERGENCY EXCAVATION AND PAVING SERVICES

The Rockland Water Department invites bids from contractors to provide equipment and manpower to perform excavation and paving services.

Bid packages may be obtained from the Superintendent at the Abington/Rockland Joint Water Works Office, 366 Centre Avenue, Rockland, MA. 02370 on or after August 28, 2024, until September 12, 2024. Bid packages may be picked up between 9:00 a.m. and noon and from 1:00 p.m. to 3:00 p.m. Monday through Friday. Queries concerning the bid specifications should be directed to Kristel Cameron, Superintendent, at the Abington/Rockland Joint Water Works Office.

Sealed bids marked with the bidder's name and the designation "Rockland Water Department Bid for Emergency Excavation and Paving Services" will be received no later than 9:00 a.m. EDST on Thursday, September 12, 2024, at the Abington/Rockland Joint Water Works Office, 366 Centre Avenue, Rockland, MA 02370. No telegraphic or fax bids will be accepted. Late bids will not be considered. Bids may be held by the Rockland Water Department for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of the bidders prior to awarding the Contract. Bidders may not withdraw their bids during this period.

Bidders may amend or modify or withdraw their bids if such amendment, modification or withdrawal is sent in a sealed envelope marked "Amendment, Modification or Withdrawal of Rockland Water Department Bid for Excavation and Paving Services" has the bidder's name on the envelope and is received at the Abington/Rockland Joint Water Works Office by 9:00 a.m. on Thursday, September 12, 2024.

All bidding shall be in strict accordance with the requirements of M.G.L. Chapter 30, §39M, including the provisions to pay prevailing wages. Work to be performed under this Contract shall comply with Executive Order No. 227 which sets forth the Commonwealth's non-discrimination and equal opportunity policy

and the Commonwealth's civil rights laws and regulations.

The Awarding Authority will be the Rockland Board of Water Commissioners. The Rockland Water Commissioners reserves the right to waive any informality or reject any or all bids.

ROCKLAND WATER DEPARTMENT INVITATION TO BID
FOR EMERGENCY EXCAVATION AND PAVING SERVICES

INSTRUCTION TO BIDDERS

The Rockland Water Department invites bids for Emergency Excavation and Paving Services for the period September 12, 2024, through June 30, 2027.

INQUIRIES

Inquiries concerning this procurement prior to bid opening shall be made to the Superintendent Kristel Cameron, Abington/Rockland Joint Water Works Office, 366 Centre Avenue, Rockland, MA 02370 (781)878-0901.

HOURLY BID

A list of the anticipated hours and equipment required is attached. The list is provided solely for the purpose of comparison of bids and the Town of Rockland reserves the right to increase or decrease the hours or equipment required in accordance with their needs. It is understood that the contractor will provide the hours and equipment required by the Town of Rockland on an as-needed basis throughout the Term.

BIDS MAY BE HELD OPEN FOR 60 DAYS

Bids may be held by the Rockland Water Department for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of the bidders prior to establishing the response list. Bidders may not withdraw their bids during this period.

REQUIREMENTS OF THE BID

A complete bid will consist of all the following documents and certifications:

1. A completed and signed Bid Quotation Form (Appendix A).
2. A completed and signed Reference Form (Appendix B).
3. A signed Certificate as applicable (Appendix C or D).
4. A signed non-collusion certificate (Appendix E).
5. Certificate of Insurance

Bidders may copy or detach these Appendices from the Bid Package for submittal.

INSURANCE POLICIES

Until June 30, 2027, the Contractor shall keep in effect insurance policies in the following amounts and descriptions with an insurance company licensed to do business in the Commonwealth of Massachusetts and which company is satisfactory to the Department.

1. Comprehensive public liability and property damage:

\$500,000 for each occurrence

\$1,000,000 for all damages in any one accident

2. Motor Vehicle Coverage:

Personal Injury

\$500,000 per person

\$1,000,000 per accident

Property Damage:

\$500,000 per claim

BID OPENING

Sealed bids marked with the bidder's name and the designation "ROCKLAND WATER DEPARTMENT INVITATION TO BID FOR EMERGENCY EXCAVATION AND PAVING SERVICES" will be received no later than 9:00 a.m. on September 12, 2024, at the Abington/Rockland Joint Water Works Office, 366 Centre Avenue, Rockland, MA 02370 (781)878-0901. Bids will be opened and read aloud @ 9:00 a.m. on Thursday, September 12, 2024, at the Abington/Rockland Joint Water Works Office, 366 Centre Avenue, Rockland, MA 02370. Bidders may amend or modify or withdraw their bids if such amendment, modification or withdrawal is sent in a sealed envelope marked "Amendment, Modification or Withdrawal of ROCKLAND WATER DEPARTMENT INVITATION TO BID FOR EMERGENCY EXCAVATION AND PAVING SERVICES " contains the bidder's name and is received at the Abington/Rockland Joint Water Works Office by 9:00 a.m. on September 12, 2024. No late bids or amendments, modifications or withdrawals will be considered. No telegraphic or fax bids will be accepted. The Rockland Water Department reserves the right to waive any informality as to form and to reject any or all bids.

EXCAVATION SERVICES LIST CRITERIA

The Authority for establishing the Excavation and Paving Services List will be the Abington/Rockland Joint Water Works Superintendent. The list will begin with the lowest responsible and responsive bidder and progress to the next lowest responsible and responsive bidder until all respondents are allocated a position on the list. This procurement is governed by the provisions of M.G.L. c,30, §39M.

DETERMINATION OF LOWEST BID PRICE

The total bid price shall be determined by multiplying the estimated total hours by the unit price of the bidder to reach a total bid price. Each bidder's total bid price is then compared with the other bidder's total prices. The bidder with the lowest total price will be declared the low bidder.

REJECTION OF BIDS

Bids which fail to meet the requirements of the Invitation for bids or which are incomplete, conditional or obscure or which contain additions not called for, erasures, alterations or irregularities of any kind, or in which errors occur, or which in the sole discretion of the Procurement Officer contain abnormally high or abnormally low prices shall be declared non-responsible; provided however, the Rockland Water Department if it deems it to be in the public interest, may waive any or all informalities as to form. Informalities as to substance, however, shall not be waived. Alternate bids will not be considered.

METHOD TO BE USED TO AWARD A CONTRACT WHEN THERE IS A TIE

Should there be two or more low bids submitted which are identical and where the bidders are determined to both be responsible, the following procedure shall be used to establish the Excavation Services List.

- a. If there are two bidders with identical bids the first Contractor on the list Contract shall be determined by a toss of a coin. Such a toss shall be done in the presence of the respective bidders.
- b. If there are more than two bidders with identical bids, the coin-toss method shall be used by selecting the first two bidders in alphabetical order and eliminating with a coin toss. This process shall be continued until such time as there remains one bidder.

TECHNICAL SPECIFICATIONS

Provide one (1) backhoe/front end loader with operator to perform duties under the supervision of Water Department personnel.

Provide one (1) dump truck with driver who will also perform the duties of a laborer while on site and work under the supervision of the Water Department personnel.

Provide one (1) Paving Roller with operator to perform duties under the supervision of Water Department personnel.

Provide one (1) Vibratory Compactor with operator who will also perform the duties of a laborer while on site and work under the supervision of the Water Department personnel.

It is estimated that approximately One Hundred (100) hours will be utilized for Excavation Services by June 30, 2027.

It is estimated that approximately One Hundred (100) hours will be utilized for Paving Services by June 30, 2027.

Contractors will be compensated for a minimum four (4) hours at bid prices for any service performed.

APPENDIX A - BID QUOTATION FORM

Unless otherwise noted, prices quoted shall be per hourly rate for both pieces of machinery listed above as well as operators. No allowances shall be made for any specific time responses such as evenings, weekends or holidays. In the case of an ambiguity between the numerical and written bid price, the written form will prevail.

ITEM	TOTAL APPROXIMATE QUANTITIES	UNIT PRICE	TOTAL BID AMOUNT
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Backhoe/ Front End Loader with operator and dump truck with driver.	100 hours	\$ _____ per hour	\$ _____
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Paving Roller with operator and Vibratory Compactor with operator.	100 hours	\$ _____ per hour	\$ _____
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TOTAL BID PRICE: _____ dollars and _____ cents

Signature of Authorized Agent

Name of Company

APPENDIX B

Six references must be supplied for verification of bidder's past performance. References must include name and address of reference, name and telephone number of key contact person. A minimum of two municipalities must be included in reference list.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

APPENDIX C

I, _____, _____
Name Title

of _____
Name of Company

certify under the penalties of perjury that:

1. I duly represent the bidder and have full authority to execute any and all documents for and on behalf of the bidder relative to its operation, and

2. Bidder has complied with all the laws of the Commonwealth of Massachusetts relating to the filing of all State tax returns and payment of all State taxes required under said laws.

3. If an out of state company, a resident agent in the Commonwealth of Massachusetts must be appointed for service of process. The name and address of the company's resident agent

is: _____

Witness my hand and seal this _____ day
of _____ 20 ____.

Agent of Bidder

Title

Date

Address of Bidder

Telephone Number of Bidder

APPENDIX D - AFFIDAVIT OF CLERK OF CORPORATE BIDDER

I, _____, certify as follows:

1. I am the Clerk of _____
Print exact name of Corporation

Which is duly organized and incorporated under the laws of
Massachusetts (or the State of _____) and is duly
registered under M.G.L. Chapter 181 to do business in the
Commonwealth of Massachusetts). I have complied with Sections 3
& 5 of Chapter 181 of M.G.L. on _____ (date of
compliance).

2. That the name, residential addresses and titles of the
officers of the above-named corporation are as follows:

President

Vice President

Address

Address

Treasurer

Address

3. That the above-named corporation was incorporated
on _____

4. The federal tax I.D. number of said corporation
is _____

5. That the above named corporation is in good standing with the
Secretary of State of the Commonwealth of Massachusetts (or the
State of _____) and, to my best knowledge and belief,
has filed all state tax returns and paid all state taxes
required by law. (M.G.L. Chapter 62 Section 49A)

6. _____ is authorized to sign

contracts/agreements on behalf

of _____
Print exact name of Corp.

pursuant to a vote of the Board of Directors/Officers

on _____
Date

Signed under the pains and penalties of perjury this _____ day

Of _____ 20____.

Signature of Clerk

APPENDIX E - CERTIFICATION OF BID

The undersigned, under the pains and penalties of perjury, certifies that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person, As used in this section, the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.

Name of Company

Signature of Authorized Agent

Date