

PUBLIC NOTIFICATION FOR WRITTEN QUOTES

The Methuen Housing Authority invites written quotes from contractors for HVAC services in accordance with the documents prepared by the Methuen Housing Authority.

The project consists of providing HVAC at our administrative office, senior and family developments.

Quotes are subject to M.G.L. c. 149 s44A (2) (B) & to state prevailing wage rates as required by M.G.L. c149 ss26 to 27H inclusive.

Written quotes will be received until **11:00 AM, March 16, 2020**. Quotes may be hand delivered, mailed, faxed, or e-mailed as identified below.

Mailed, hand delivered, faxed or e-mailed quotes shall be sent to Methuen Housing Authority, 24 Mystic Street, Methuen, MA 01844 and received no later than the date and time specified above. Faxed quotes should be faxed to 1-978-794-3534. E-mailed quotes should be sent to mwilkie@methuenhousing.org.

Interested contractors please contact Michael Wilkie, 1-978-682-8607 x 25, at the Methuen Housing Authority for information.

INSTRUCTIONS TO BIDDERS

The Methuen Housing Authority seeks quotes for HVAC maintenance and on-call repair services at the following developments:

19 Mystic St., 22 Mystic St., 24 Mystic St. (admin. bldg..) 36 ½ Oakland Ave., 601 Lowell Blvd., Prides Crossing, 31 Woodland St., and Veterans Housing.

The successful bidder will be required to meet the following criteria:

1. Response to make any necessary repairs within one (1) hour of notification.
2. Wages shall not be less than the rates of wages in the attached "minimum wage rates" as determined by the Commissioner of the Massachusetts Department of Labor, Division of Occupation and Safety.
3. Shall provide certified payrolls upon completion of any work.

Sales tax

Sales tax is exempt.

Term

This quotation is for a one year period and may be extended an additional 2 years by the awarding authority.

Insurance

Insurance coverage of General Liability, Workman's Compensation, and Vehicle Liability, if applicable, are required.

Conflict of Interest

The contractor covenants, that:

1. Presently, there is no financial interest and shall not acquire any such interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement or which would violate M.G.L. c.268A, as amended;
2. In the performance of this contract, no person having any such interest shall be employed by the contractor or engaged as a subcontractor by the contractor; and
3. No partner or employee of the firm is related by blood or marriage to any Board Member or employee of the awarding authority.

QUOTATION FORM

TO THE AWARDING AUTHORITY

- A. The undersigned proposes to furnish all labor and materials required HVAC Maintenance and Service for **Methuen Housing Authority** in Methuen, Massachusetts in accordance with the Contract Documents prepared by the **Methuen Housing Authority** for the contract price specified below, subject to additions and deductions according to the terms of the specifications.
- B. This bid includes addenda number(s) _____

<u>C. Unit Price Item</u>	<u>Quantity</u>	<u>x-hourly rate</u>	<u>Total for 1 year</u>
002 Hvac Mechanic	Reg. Rate <u>125 hrs</u>	_____ /hr=	_____
002a HVAC Mechanic	O.T. Rate <u>25 hrs</u>	_____ /hr=	_____
		<u>Sub Total:</u>	\$ _____
006 Assorted Parts/Materials Carry Lump Sum			\$ <u>2,000.00</u>

The sum of items 002-006 equals the proposed contract.

C. _____ dollars \$ _____

(Bid amount in words)

D. The undersigned agrees that, if selected as general contractor, we will within five days, Saturdays, Sundays, and legal holidays excluded, after presentation thereof by the awarding authority, execute a contract in accordance with the terms of this bid.

The undersigned agrees that they are able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work and that they will comply fully with all laws and regulations applicable to awards made subject to section forty-four A of Chapter 149.

The undersigned further certifies under penalties of perjury that this bid is in all respects bona fide, fair, and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean natural person, joint venture, partnership, corporation or any other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public

construction work in the Commonwealth under the provisions of any other chapter of the General Laws or any rule or regulation promulgated thereafter.

E. The value of this contract is an estimation not a guarantee of work. Furthermore, it is not to exceed a total of 3 (three) years or \$50,000.00 (Fifty Thousand Dollars), whichever threshold is met first.

_____ By: _____
Name of General Bidder Signature & Title of person signing bid

_____ _____
Business Address City and State

Date: _____

Note: if the bidder is a corporation, indicate state of incorporation under signature and affix corporate seal: if a partnership, give full names and residential addresses if possible