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INVITATION TO BID

The Town of Holliston, acting through the Board of Selectmen, the Awarding Authority, invites sealed General and Filed Sub-bids for **Roof and HVAC Replacement at the Holliston Public Library** located at 752 Washington Street in Holliston, MA in accordance with the Contract Documents dated April 4, 2018 prepared by Russo Barr Associates, Inc., 5 Sixth Road, Suite 6, Woburn, MA 01801.

The DCAMM classification required for the general contractor is "Roofing".

The DCAMM classification required for the filed sub-bidder is "HVAC".

The work includes removal and replacement of low and steep sloped roofing, and, removal and replacement of the roof mounted HVAC unit and the DX cooling coil located in the basement together with all associated work.

Sealed Filed Sub-bids for HVAC work – Section 23 00 00 shall be submitted on forms furnished by the Awarding Authority and will be received by the Awarding Authority at the offices of the Board of Selectmen, Holliston Town Hall, 703 Washington Street, Holliston, MA, 01746 until **2:00 p.m. local time on Wednesday, April 18, 2018**. All Filed Sub-bids will be publicly opened and read aloud immediately thereafter.

Sealed General Bids shall be submitted on forms furnished by the Awarding Authority and will be received by the Awarding Authority at the offices of the Board of Selectmen, Holliston Town Hall, 703 Washington Street, Holliston, MA, 01746 until **2:00 p.m. local time on Wednesday, April 25, 2018**. All General Bids will be publicly opened and read aloud immediately thereafter.

Each General and Filed Sub-bidder must be certified by the Department of Capital Asset Management and Maintenance (DCAMM) for the category of work and dollar amount of this project and to be considered must submit with his or her Bid, a DCAMM Certification and Update Statement indicating additional work or contracts performed or executed after the certification date. The estimated construction cost of this Project is \$181,000.

A pre-bid site inspection and meeting will be held on **Wednesady, April 11, 2018 at 2:00 p.m.** All Bidders are requested to meet at the Holliston Public Library.

An electronic copy of the contract and plans for the work and also the bid forms to be used can be obtained from the offices of Russo Barr Associates, Inc., 55 Sixth Road, Suite 6, Woburn, MA 01801, upon the written request to mflaherty@russobarr.com, starting on **April 4, 2018 at 12:00 noon**. Printing of bid documents shall be the bidder's responsibility. The documents are available electronically, via email for no fee.

The Bidding Documents may be examined at the following places during normal business hours after issuance:

Holliston Town Hall – Selectmen's Office
703 Washington Street
Holliston, MA 01746

(The normal business hours of the Building Department are:

Mon., Wed., and Thurs.: 8:30AM – 4:30PM; Tues.: 8:30AM – 7:00PM; Fri.: 8:30AM – 1:00PM

Each General and Filed Sub-bid shall be accompanied by Bid Security equal to five (5) percent of the Bid amount in the form of a Bid Bond, Certified Treasurer's or Cashier's Check issued by a responsible U.S. bank or Trust Company, payable to the Town of Holliston. Each Bidder shall attach the required Bid Bond or Check to the Bid Form.

The Bid Securities of all Bidders, except those of the three lowest responsible and eligible General Bidders, will be returned within five (5) days, Saturdays, Sundays, and legal holidays excluded, after the opening of Bids.

The Awarding Authority reserves the right to waive any informalities and to reject any or all Bids not deemed to be in the best interest of the Town.

The successful General Bidder will be required to furnish a Performance Bond and a Labor and Materials Payment Bond as required by the Contract Documents.

All bids for this Project are subject to the provisions of Massachusetts General Laws (Ter. Ed), including without limitation Chapter 30, Section 39M as amended; Mass. G.L. Chapter 149, Sections 44A through 44L inclusive; and Chapter 149, Section 26 through 27D inclusive.

Attention is directed to the fact that no less than the minimum wages as set forth in the Contract Documents must be paid on this Project.

The Contractor shall certify that he 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 of the Massachusetts General Laws.

All bids shall remain in effect for thirty (30) days, Saturdays, Sundays and legal holidays excluded, after the opening of General Bids.

The right is reserved by the Town of Holliston, Massachusetts through the Board of Selectmen to reject any or all bids, if it be in the public interest to do so.

Brookline Board of Selectmen
703 Washington Street
Holliston, MA 01746