

File No.11295

INVITATION FOR BID

The City of Cambridge, Massachusetts, the Awarding Authority, invites sealed bids for the project:

Direct Digital Based Building Management Systems Maintenance and Repair Services for City and School Buildings

Bidding procedures shall be in accordance with M.G.L. c. 149, and all other applicable laws.

DCAMM Certification:

All parties desiring to submit general bids must submit with their bids a copy of the Contractor's certificate of eligibility (DCAMM Form CQ7) and an update statement (DCAMM Form CQ3), both in the work category of: **Energy Management**

The estimated project value is: **\$800,000.00**

Plans and specifications will be available beginning **Thursday, November 16, 2023**. Please email purchasing@cambridgema.gov for a copy of the plans and specifications.

The contract documents may be examined by appointment at the Office of the Purchasing Agent, 5 Bigelow Street, Cambridge, MA 02139.

All general bids and all filed sub-bids shall be accompanied by a bid deposit in an amount not less than five percent (5%) of the value of the bid.

The successful general bidder will be required to furnish a Performance Bond and a Labor and Material (Payment) Bond each in the amount of one hundred percent (100%) of the contract sum. Bonds shall be obtained from a surety licensed to do business in the Commonwealth of Massachusetts and the form shall be satisfactory to the City of Cambridge.

Sealed general bids will be received at the Purchasing Department 5 Bigelow Street, Cambridge, MA, 02139 during normal business hours prior to **2:00 PM on Thursday, December 7, 2023**. All general bids will be publicly opened and read aloud at City Hall 795 Massachusetts Ave, Ground floor Conference room, Cambridge, MA 02139.

Sealed general bids being delivered via USPS may be mailed to: City Hall 795 Massachusetts Ave, Cambridge MA 02139 Attn: Purchasing.

Bids not delivered directly to the Purchasing Department may be dropped off to a grey locked drop box labeled "Purchasing" located at the rear entrance of City Hall. The box will be checked at the scheduled submission deadline.

All general bid questions must be submitted in writing and either emailed to purchasing@cambridgema.gov or delivered to the Office of the Purchasing Agent, Elizabeth Unger, during normal business hours to 5 Bigelow Street, Cambridge, MA 02139 not later than 4:00PM on Tuesday, November 28, 2023. An addendum will be issued to notify all bidders of the questions and answers.

The City of Cambridge reserves the right to reject any or all general bids if it is in the public interest to do so. The City of Cambridge reserves the right to reject any sub-bid on any sub-trade if it determines that such sub-bid does not represent the sub-bid of a person competent to perform the work as specified or that less than three such sub-bids were received and that the prices are not reasonable for acceptance without further competition.

No less than the prevailing wage rates as set forth in the schedule contained in the Contract

Documents must be paid on this project.

Attention is called to the following programs and ordinances of the City of Cambridge:

1. Cambridge Employment Plan: minority/women/resident-hiring ordinance.
2. Cambridge Responsible Employer Plan
3. Living Wage Ordinance
4. OSHA Certification
5. CORI City Policy
6. Written Information Security policy (WISP) Affirmation
7. Truck Safety Ordinance

Copies of the above are bound in the bid documents and are fully integral portions of the conditions of the contract with which each contractor and sub-contractor must comply.

**Elizabeth Unger,
Purchasing Agent**