



Elizabeth Unger
Purchasing Agent

City of Cambridge

PURCHASING DEPARTMENT

SHUO WANG
Assistant Purchasing Agent for
Goods & Services

NATALIE SULLIVAN
Assistant Purchasing Agent for
Design & Construction

TO: All Bidders

FROM: City of Cambridge

DATE: April 22, 2024

RE: File No. 11469A – REBID Geothermal Well Repairs - Addendum No. 1

This addendum is comprised of the following:

- 1. Questions and Answers**
- 2. Revised Technical Specifications (attached)**
- 3. Revised Bid Form (attached)**

The following Questions were asked and answered:

Question 1: What diameter are the wells/well casings?

Answer: 4" PVC , pump 200-250ft down, well 1250 feet

Question 2: When were the wells/pumps last serviced and/or replaced?

Answer: 2018, 2019 and 2021

Question 3: Is a site map showing the specific locations of each of the three (3) wells available?

Answer: Site Map included shows the locations, 2 are in the parking lot, one in the sidewalk in the rear of the building. All are accessible by parking in the lot.

Question 4: Please confirm that the City would be responsible for clearing of the parking area(s) as

required prior to our arrival on site when responding to a service call (emergency and non-emergency).

Answer: This is correct, city will block off needed rows of parking in the lot



Question 5: Please confirm that the City would be responsible for any Police Details should they be required for completion of the service call tasks.

Answer: Police details are not needed as all work is accessible via the parking lot.

Question 6: Can you provide information on the existing downhole equipment?

- Well pump make and model number
- Well pump motor make, horsepower, voltage, phase
- Diameter and material of construction for the well pump drop pipe

Answer: Original job used Goulds 806gs50, since originals were removed there's various- Well pump make and models, Berkeley w/ Pentair motor, Franklin, w/ Franklin motor. All 5HP 90 GMP pumps, 230V 3phase

Question 7: Does the City maintain an inventory of replacement parts for the downhole well pump components?

Answer: No

Question 8: Is it possible to obtain a waiver on the Truck Safety Ordinance?

Answer: Truck Safety Ordinance has been waived for this procurement.

All other details remain the same.

Elizabeth Unger
Purchasing Agent

Addendum No. 1



File 11469A: Request for Written Responses – Due Thursday April 25, 2024, prior to 2:00PM

Technical Specifications
City of Cambridge
City Hall Annex Geothermal Wells – Repairs as needed

General Information

The City of Cambridge is seeking cost proposals from qualified vendors to provide as needed repairs to the geothermal well system at 344 Broadway, including well pump replacement. This contract will cover all emergency and unscheduled services in addition to work designated in advance by the City.

The successful bidder shall be responsible for supplying all transportation, labor, equipment (including crane) and materials necessary to satisfy the requirements under this contract.

The Contract shall be awarded to one qualified and responsible bidder offering the lowest price for all services contained under this bid. The Contract that is awarded as a result of this Request for Proposals will be effective upon completed execution of the Contract signed by both the successful bidder and the City. The contract Time shall commence on or before seven (7) days following receipt of a written “Notice to Proceed” of the Owner to fully complete the project. The Contract term shall be for one year with two one-year options to renew at the sole discretion of the City. The City reserves the right to extend the contract for a set period should the City determine such extension is in the best interest of the City.

Scope of Services

City Hall Annex is 33,000 sq. ft. 4-story office building housing various City departments, located at 344 Broadway, Cambridge. All heating and cooling in the building is provided by an 80-ton ground source heat pump (GSHP) plant supplied by three (3) open loop standing column wells, extending approximately 1,250 ft/each below the surface. Well pumps are located approximately 250 ft. below the surface. Access manholes to well heads are located in the parking lot next to building and an adjacent sidewalk. The Contractor shall be responsible for and must be fully and properly equipped with all equipment and tools that are necessary for all types of well maintenance and repair work including the removal and replacement of well pumps.

The Contractor must have the staffing, vehicles and equipment necessary to meet the requirements of this Contract. The Contractor must supply the City with at least one phone number where the contractor can be reached 24/7. Normal working hours for the City are considered to be 7:00 AM to 5:00 PM, Mondays through Fridays. Off hours are considered to be 5:00 PM to 7:00 AM, Mondays through Fridays as well as all day Saturdays, Sundays and holidays.

Schedule of Services

When arriving at any City Hall Annex job site, the Contractor must contact at the Department of Public Works (DPW):

Superintendent of Buildings:

Paul Lyle
147 Hampshire Street
Cambridge, MA 02139
(617) 224-2844

OR

Assistant Superintendent of Buildings:

Craig Venezia
147 Hampshire Street
Cambridge, MA 02139
(617) 201-1760

The Contractor, after having been called will provide a quote which will define the scope of services, according to the hourly rates listed on the Bid Form for this Contract. The scope shall include the work to be completed, the total number of hours to complete the work, the total number of staff required as well as parts and materials including mark-up. The Building Services Manager, Assistant Superintendent of Buildings or Superintendent of Buildings must approve this quote before the Contractor can proceed with the work. Any additional labor and materials must be approved in advance by the Department contact.

City approval may be granted by signature or by email or text notification; verbal approval may be granted in an emergency.

While this specific protocol will not be required for emergency services, the Contractor must be fair and reasonable when invoicing for such services.

The response time for all non-emergency service work shall be within 24 hours after the Contractor has been notified of the service required. Response includes a call back to the City staff to schedule work, begin procuring supplies needed. However, in no case shall this repair exceed 72 hours from the original request unless specifically approved by the Department.

All service work must be coordinated between the Contractor and the DPW.

Subcontracting work will not be permitted.

Billing of Services

Commonwealth of Massachusetts Prevailing Wage Rates shall apply to this Contract. They are included in this bid package.

The hourly labor rates listed on the bid form by the Contractor shall be utilized for all invoices and must include all charges, fees, expenses, labor, transportation and travel costs related to the services provided by the Contract. Except for parts and materials (if any), no additional costs or fees will be paid by the city.

The Contractor is responsible for supplying all materials, supplies and parts required to complete the work, if any. The Contractor shall be allowed a 10% mark up over the Contractor's cost for all such items. The Contractor must break out or itemize their cost and the additional 10% mark up on all invoicing to the city.

While the contract is awarded based on anticipated labor and materials, as a lump sum total, all work under the contract will be billed to the City as completed and will not exceed the contract total.

END OF SCOPE

A. PRICE PROPOSAL11469

All fields must be filled in; **only complete responses will be accepted.**

The price shall be in accordance with plans and specifications, including all labor and materials. The price shall remain firm for the contract period, including any renewals period(s) if any.

Any charges for materials must be supported by a copy of the original invoice.

No travel expenses or any other costs will be permitted. They must be included in the hourly rate. The City will not pay for time to and from the job site.

The term of the contract will be **for One year with two-one-year options to renew** at the sole discretion of the city. The City reserves the right to extend the contract for a set period should the City determine such extension is in the best interest of the City.

PRICE PROPOSAL – YEAR ONE

1) LABOR

Regular Time (Monday – Friday 7:00 AM – 5:00 PM)

\$ _____ x 20 hours = \$ _____

Overtime (Monday – Friday 5:00 PM – 7:00 AM, as well as all day Saturdays, Sundays, and Holidays)

\$ _____ x 4 hours = \$ _____

Crane/Truck Charge

\$ _____ x 24 hours = \$ _____

TOTAL LABOR COST \$ _____
(Add Regular Time Total + Overtime Total + Crane/Truck Total)

2) MATERIALS MARKUP (%)

Supplier’s actual cost plus _____% x \$25,000 = \$ _____
TOTAL MATERIALS
MARKUP

(i.e., for a materials markup of 10%, multiply \$25,000 x 1.10 to equal \$27,500.)
No more than a 10% Markup will be accepted.

The Proposed Contract Price shall be calculated as the sum of annual
1) Total Labor (Regular + Overtime)
2) Materials Markup Total

Year One Total Price: \$ _____

Year One Total Price in Words: _____

Also write the amount of the bid in words and numbers, in the spaces provided on page 9

PRICE PROPOSAL – YEAR TWO (Optional Renewal Year One)

1) LABOR

Regular Time (Monday – Friday 7:00 AM – 5:00 PM)

\$ _____ x 20 hours = \$ _____

Overtime (Monday – Friday 5:00 PM – 7:00 AM, as well as all day Saturdays, Sundays, and Holidays)

\$ _____ x 4 hours = \$ _____

Crane/Truck Charge

\$ _____ x 24 hours = \$ _____

TOTAL LABOR COST \$ _____
(Add Regular Time Total + Overtime Total+ Crane/Truck Total)

2) MATERIALS MARKUP (%)

Supplier's actual cost plus _____ % x \$25,000 = \$ _____
TOTAL MATERIALS
MARKUP

(i.e., for a materials markup of 10%, multiply \$25,000 x 1.10 to equal \$27,500.)

No more than a 10% Markup will be accepted.

The Proposed Contract Price shall be calculated as the sum of annual

1) Total Labor (Regular + Overtime)

2) Materials Markup Total

Year Two Total Price: \$ _____

Year Two Total Price in Words: _____

NO TRAVEL EXPENSES OR ANY OTHER COSTS WILL BE PERMITTED. THEY MUST BE INCLUDED IN THE HOURLY RATE. THE CITY WILL NOT PAY FOR TIME TO AND FROM THE JOB SITE.

Name of Bidder: _____ 7

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Revised per Addendum No. 1

PRICE PROPOSAL – YEAR THREE (Optional Renewal Year Two)

1) LABOR

Regular Time (Monday – Friday 7:00 AM – 5:00 PM)

\$ _____ x 20 hours = \$ _____

Overtime (Monday – Friday 5:00 PM – 7:00 AM, as well as all day Saturdays, Sundays, and Holidays)

\$ _____ x 4 hours = \$ _____

Crane/Truck Charge

\$ _____ x 24 hours = \$ _____

TOTAL LABOR COST \$ _____
(Add Regular Time Total + Overtime Total+ Crane/Truck Total)

2) MATERIALS MARKUP (%)

Supplier's actual cost plus _____ % x \$25,000 = \$ _____
TOTAL MATERIALS
MARKUP

(i.e., for a materials markup of 10%, multiply \$25,000 x 1.10 to equal \$27,500.)
No more than a 10% Markup will be accepted.

The Proposed Contract Price shall be calculated as the sum of annual

- 1) Total Labor (Regular + Overtime)
- 2) Materials Markup Total

Year Three Total Price: \$ _____

Year Three Total Price in Words: _____

NO TRAVEL EXPENSES OR ANY OTHER COSTS WILL BE PERMITTED. THEY MUST BE INCLUDED IN THE HOURLY RATE. THE CITY WILL NOT PAY FOR TIME TO AND FROM THE JOB SITE.

B. This bid includes **addenda numbered** _____

Total Bid Price: \$ _____
Year One Total in Figures

Total Bid Price _____
Year One Total in Words

(Name of General Bidder)

By _____
(Name of Person Signing Bid and Title)

(Print Name of Person Signing Bid and Title)

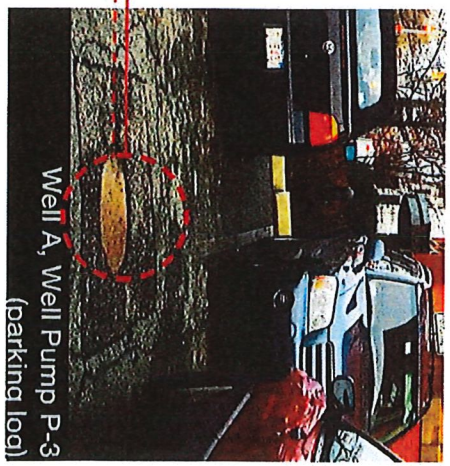
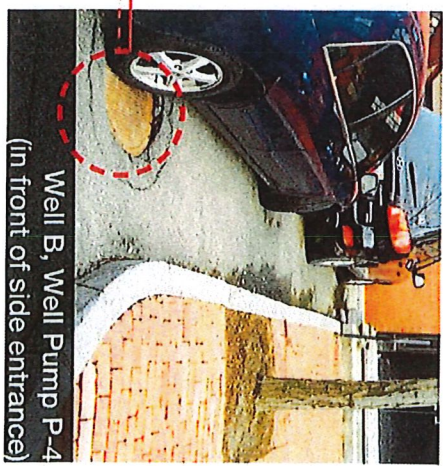
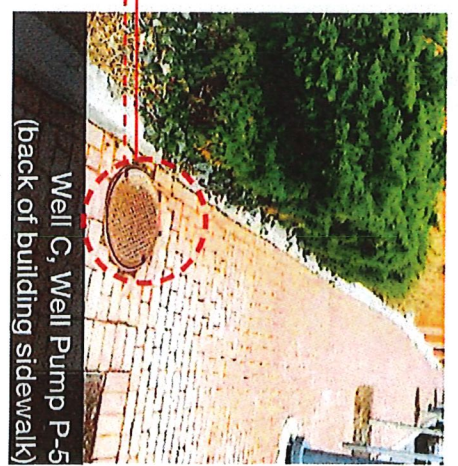
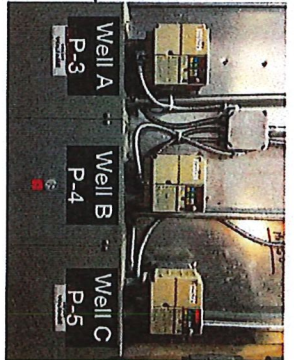
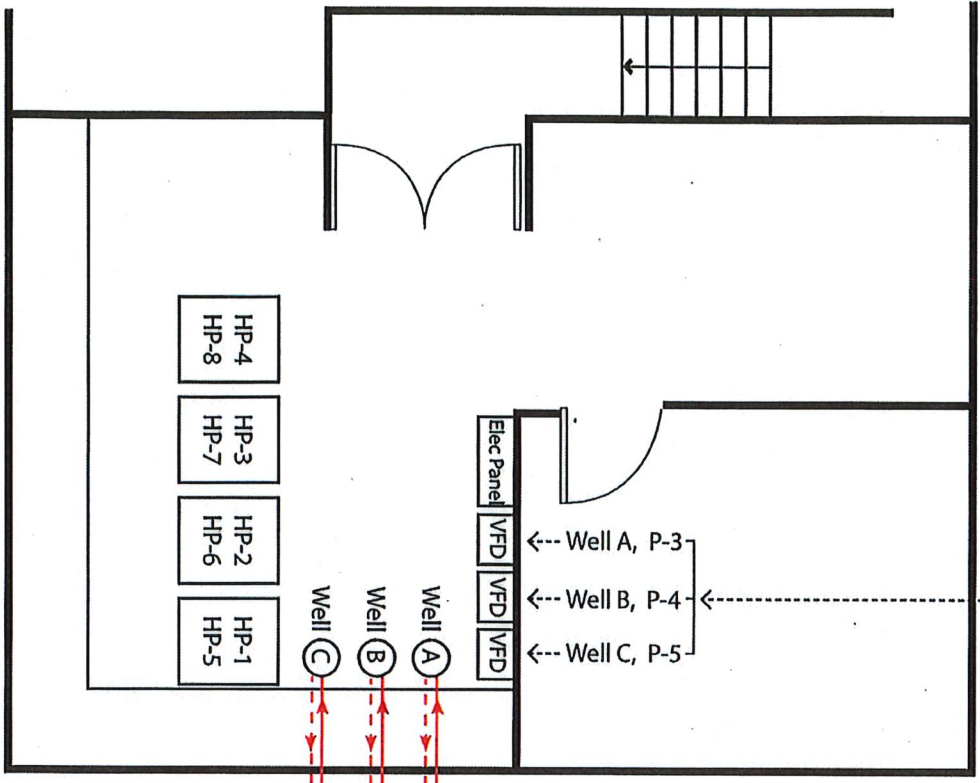
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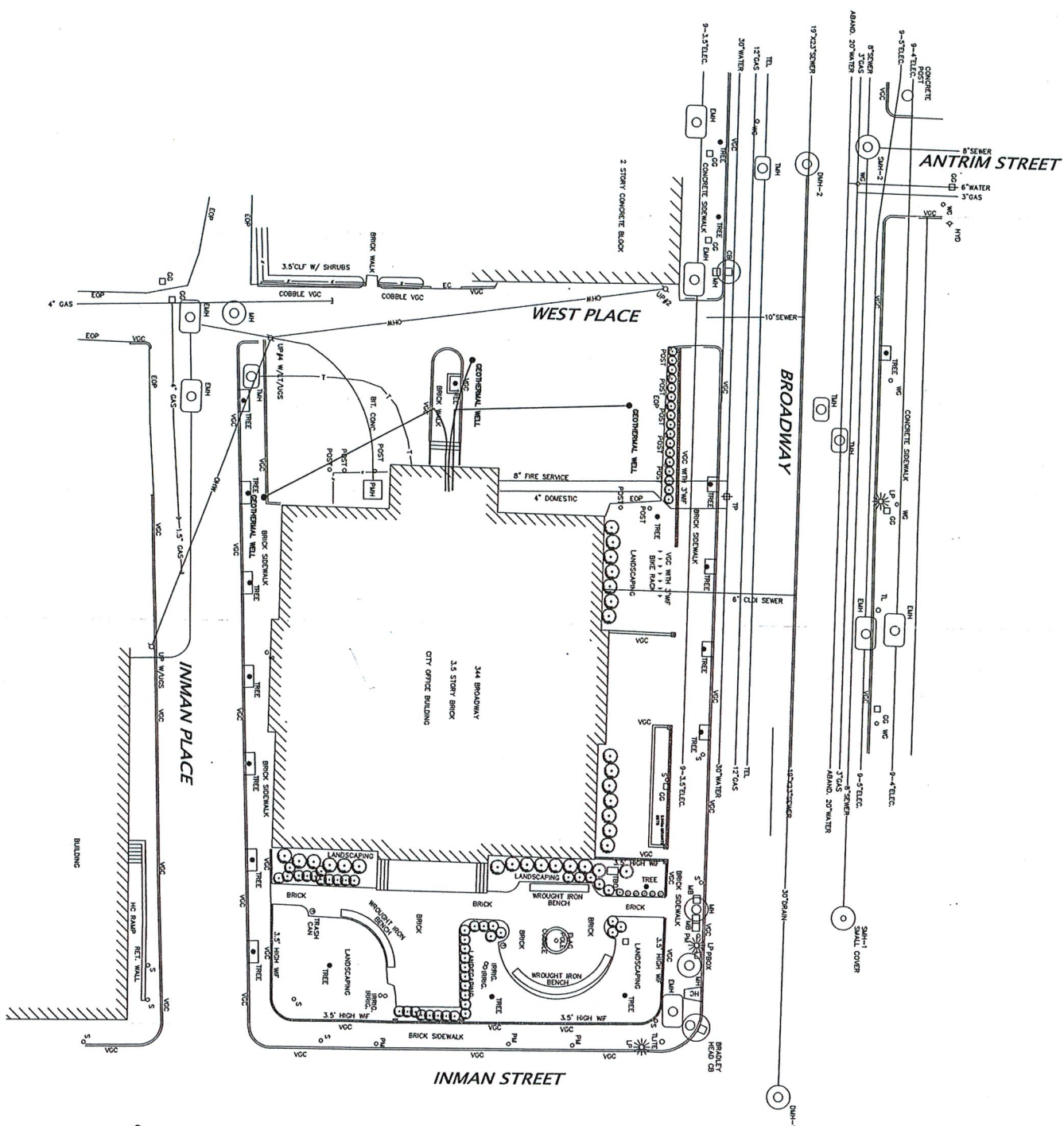
(City and State)

(Contact Phone Number)

(Contact Email Address)

WELLS & VFDS INDICATION





CIVIL AS-BUILTS
 CONSIGLI CONSTRUCTION
 11-22-05