Addendum # 1

Contract Number: UMAPP17-021
Project Number: N/A
Speedtype: 132415
Title: CHP – Mechanical Equipment Repairs

The attention of the bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution, or clarifications, are all to be included in and form a part of the proposal submitted.

The number of this Addendum ( 1 ) must be entered in the appropriate space “B. This bid includes addenda numbered (list all addenda) ______” found on Page 51 – Form For General Bid, and/or Page 59 - Form for Sub-Bid “B. This sub-bid includes addenda numbered (list all addenda)_____.

Item 1: Bid Award, Para. 16, page SR-10, Change to read as follows: The University reserves the right to award a contract to more than one bidder if deemed in the best interest of the University.

Item 2: Attached please find Bid Form pages to be completed and submitted with your bid.

End of Addendum #_1_

By: John O. Martin
Director of Procurement
Ref. to General Laws
Wherever in the proposal, general conditions, contract, plans or specifications reference is made to General Laws it shall be construed to include all amendments thereto effective as of the date of issue of invitation to bid on the proposed work.

Preference in Contract Award
The attention of bidders is called to General Laws, Chapter 149, Section 179A, which requires persons contracting with the Commonwealth to do public work to give preference in awarding contracts to persons who are citizens of the United States and to partnerships all of whose members are such citizens.

Addenda and Interpretations
All questions by prospective bidders as to the interpretation of the Notice to Contractors, form of proposal, form of contract, plans, specifications or form of performance bond and labor and materials or payment bond must be submitted in writing to the Office and should be in its possession at least ten working days before the date set for the receipt of general bids or if the question pertains to Item 2, at least ten working days before the date set for the receipt of filed sub bids. If there are sub bids, said Office will then mail any necessary addenda to bidders who have taken out plans at the address given by them before said date, interpretations of all questions so raised which in its opinion required interpretation. Oral interpretations given to prospective bidders will have no standing. It shall be the sole responsibility of bidders to ascertain the existence of any and all addenda issued by the awarding authority whether or not the addenda is presented or mailed to or received by the bidder.

Work Under the Work Management Dept., Physical Plant Div., University of Massachusetts at Amherst, MA 01003
The work to be performed under this contact is subject to the provisions of Chapter 7 of the General Laws, Sections 41A-43J inclusive, and amendments thereto.

Unit Prices—Bid Price Words and Figures
Any unit price bid that contains a unit price which is unduly high or low may be rejected as unbalanced. In the event of a discrepancy between the Arabic numerals and the written words, if the intent of the bidder is not clear as finally determined by the awarding authority, the written word shall prevail.

Examination of Site and Documents
All bidders shall visit the site and examine all contract documents before submitting bids. Inspect and be thoroughly familiar with same and conditions under which work will be carried out. Neither the Commonwealth nor the Architect will be responsible for errors, omissions and/or charges for extra work arising from General or Subcontractor’s failure to familiarize themselves with contract documents or existing conditions. By submitting a bid, the bidder agrees and warrants that he has examined the site and the contract documents, that he is familiar with the conditions and requirements of both and where they require, in any part of the work, a given result to be produced, that the contract documents are adequate and that he will produce the required result.

Attention is directed to the minimum minority business enterprise and women owned business enterprise set aside requirements for this project that are N/A % percent and N/A % percent respectively. A low bidder who fails to meet these requirements shall not be awarded the contract. (See Article XIII of the contract.) Sub-bidders are encouraged to participate.

BID FORM TO BE FILLED OUT IN BLACK INK
TO THE AWARDING AUTHORITY

UMAPP17-021  CHP – MECHANICAL EQUIPMENT REPAIRS

(project)

UNIVERSITY OF MASSACHUSETTS AT AMHERST

(city or town)

Massachusetts,

A. The undersigned proposes to furnish all labor, materials, tools, equipment, and vehicles required for MASS. STATE PROJECT NO.

in accordance with the accompanying plans and specifications prepared by the PHYSICAL PLANT DIVISION,

(name of architect or engineer)

for the contract price specified below, subject to additions and deductions according to the terms of the specifications.

B. This bid includes addenda numbered ________________ (be sure to fill in).

C. The proposed Contract Price of this document is:

__________________________________________

(contract price in words, include decimal point to 3 places)

__________________________________________

(contract price in figures, include decimal point to 3 places)

For Alternate No. _____ Add $ ______________ Subtract $ ____________________________

D. The subdivision of the proposed contract price is as follows:

Item 1. The work of the general contractor, being all work other than that covered by Item 2:

__________________________________________

dollars  ($__________________________)

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor or to be employed on the work; that all employees to be employed at the work site 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 shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations applicable to awards made subject to section 44A.

The undersigned further certifies under the 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 any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies that penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date: ________________________________

Name of General Bidder: ________________________________

By: ________________________________  (Name and Title of Person Signing Bid)

Business Address: ________________________________

Telephone: ________________________________

Signed By: ________________________________

Name of General Bidder ________________________________

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BID FORM TO BE FILLED OUT IN BLACK INK
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**BID RESPONSE FORMS**

A. **INVITATION TO BID AND BID FORM** and all pages of this **BID RESPONSE SECTION** and all other documentation required under the **GENERAL CONDITIONS** and **TECHNICAL SPECIFICATIONS** Sections of this document shall be submitted on Bid Express.

B. Each Bidder shall be responsible for filling in all blank spaces of the **INVITATION TO BID AND BID FORM** and of this **BID RESPONSE SECTION**.

C. The hourly labor rates listed in this document shall not be exceeded during the initial contract period.

D. The contract will be awarded based upon the lowest weighted hourly labor rate, which will be determined by the University, based upon the percentages of trade labor per project, applied to the normal hourly labor rates for on-site and in-shop mechanical equipment repair service, entered under **BID PRICE**, of this **BID RESPONSE SECTION**, respectively, which are submitted by a qualified Bidder, meeting all requirements of this document.

E. Each hourly labor rate entered in this **BID RESPONSE SECTION** shall accurately reflect all charges for labor, travel, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit and must be an accurate representation of actual charges for all services performed under the contract. (The University is tax exempt).

F. Failure to submit a bid on an hourly labor rate basis or failure to enter any hourly labor rate or failure to enter a percentage of discount for replacement parts or failure to provide any documentation or information required under this document, will result in disqualification of the respective bid.

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**BID FORM TO BE FILLED OUT IN BLACK INK**
BID RESPONSE FORMS (continued)

G. Any bid showing other than an hourly labor rate figure, under BID PRICE, of this BID RESPONSE SECTION, will be rejected as non-compliant.

H. Failure to enter a percentage figure under RENEWAL OPTION of this BID RESPONSE SECTION, for an increase in price for the additional two, one year renewal periods, will be interpreted as a zero (0%) percent figure and the Successful Bidder will be held to the hourly labor rates entered for the initial contract period, with no increase in hourly labor rates, for the renewal period.

BID PRICE
A. To determine the BID PRICE for the contract, which will be determined by the lowest weighted normal work shift hourly labor rate, the University estimates that the percentages of trade labor required for all projects performed under the contract will breakdown as shown below. Said percentages will be utilized to determine the weighted hourly labor rate in order to determine the qualified low bidder.

B. The trade labor classifications and estimated per trade labor classification percentages are as follows:

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<th>Trade Labor Classification</th>
<th>Percentage</th>
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<td>On-site Millwright Trade Labor</td>
<td>40%</td>
</tr>
<tr>
<td>On-site Precision Alignment Trade Labor</td>
<td>6%</td>
</tr>
<tr>
<td>On-site Vibro-analysis Trade Labor</td>
<td>4%</td>
</tr>
<tr>
<td>In-shop Trade Labor</td>
<td>50%</td>
</tr>
</tbody>
</table>

C. The millwright, precision alignment, and vibro-analysis trade labor rates shall be on a per person basis and shall apply to such type of work performed on-site. The in-shop trade labor rate shall apply to all work performed at the Contractor’s facility.

D. The per project cost analysis will be based on two (2) millwrights and one (1) each of the precision alignment, vibro-analysis, and in-shop trade labor classifications.

E. Each on-site crew shall consist of, at the University’s discretion, one (1) or two (2) millwrights and/or one (1) precision alignment technician and/or one (1) vibro-analyst and all equipment, tools, and vehicles required for each worksite.

F. The on-site trade labor rate shall apply to all work performed on the premises of the University. The in-shop trade labor rate shall apply to all work performed at the Contractor’s facility.

G. Each hourly labor rate entered in this Section shall accurately reflect all charges for labor, travel, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit and must be an accurate representation of actual charges for all services performed under the contract. (The University is tax exempt).

H. All hourly rates start or end at the time the Contractor arrives at or departs from the work site and signs in or out for each site visit. Reimbursement for travel time or travel expenses will not be allowed under the contract.

I. The University guarantees a minimum compensation of four (4) hours per crew, per service call, for on-site labor, at the appropriate hourly labor rate.

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BID FORM TO BE FILLED OUT IN BLACK INK
BID PRICE (continued)

HOURLY LABOR RATE CATEGORIES
A. The Bidder shall enter, in ink, in the appropriate spaces provided below, the respective normal and off-shift work days and hours for all trade labor categories covered under this document.

B. The respective work days and hours are:

Normal: 

Off-Shift: 

ON-SITE MECHANICAL EQUIPMENT REPAIR SERVICE NORMAL HOURLY RATES
A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rates, on a per person basis, for mechanical equipment repair service to be performed, on University premises, during normal work hours.

B. The hourly labor rates entered under this section reflect full compensation for the cost of labor at the prevailing wage rate, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, on University premises, during normal work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rates, on a per person basis, for mechanical equipment repair service performed, on University premises, during normal work hours are:

| Millwright          | $______/per hour |
| Precision Alignment | $______/per hour |
| Vibro-Analysis      | $______/per hour |

ON-SITE MECHANICAL EQUIPMENT REPAIR SERVICE OFF-SHIFT (MONDAY THROUGH FRIDAY) HOURLY RATES
A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rates, on a per person basis, for mechanical equipment repair service to be performed, on University premises, during off-shift (Monday through Friday) work hours.

B. The hourly labor rates entered under this section reflect full compensation for the cost of labor at the prevailing wage rate, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, on University premises, during off-shift (Monday through Friday) work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rates, on a per person basis, for mechanical equipment repair service performed, on University premises, during off-shift (Monday through Friday) work hours are:

| Millwright          | $______/per person |
| Precision Alignment | $______/per person |
| Vibro-Analysis      | $______/per person |
BID PRICE (continued)

ON-SITE MECHANICAL EQUIPMENT REPAIR SERVICE OFF-SHIFT (SATURDAY) HOURLY RATES

A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rates, on a per person basis, for mechanical equipment repair service to be performed, on University premises, during off-shift (Saturday) work hours.

B. The hourly labor rates entered under this section reflect full compensation for the cost of labor at the prevailing wage rate, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, on University premises, during off-shift (Saturday) work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rates, on a per person basis, for mechanical equipment repair service to be performed, on University premises, during off-shift (Saturday) work hours are:

- Millwright $______/per person
- Precision Alignment $______
- Vibro-Analysis $______

ON-SITE MECHANICAL EQUIPMENT REPAIR SERVICE OFF-SHIFT (SUNDAY) HOURLY RATES

A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rates, on a per person basis, for mechanical equipment repair service to be performed, on University premises, during off-shift (Sunday) work hours.

B. The hourly labor rates entered under this section reflect full compensation for the cost of labor at the prevailing wage rate, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, on University premises, during off-shift (Sunday) work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rate, on a per person basis, for mechanical equipment repair service to be performed, on University premises, during off-shift (Sunday) work hours are:

- Millwright $______/per person
- Precision Alignment $______
- Vibro-Analysis $______

ON-SITE MECHANICAL EQUIPMENT REPAIR SERVICE OFF-SHIFT (HOLIDAY) HOURLY RATES

A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rates, on a per person basis, for mechanical equipment repair service to be performed on University premises during off-shift (Holiday) work hours.

B. The hourly labor rates entered under this section reflect full compensation for the cost of labor at the prevailing wage rate, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed on University premises during off-shift (Holiday) work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rate, on a per person basis, for mechanical equipment repair service to be performed, on University premises, during off-shift (Holiday) work hours are:

- Millwright $______/per person
- Precision Alignment $______
- Vibro-Analysis $______

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BID PRICE (continued)

IN-SHOP MECHANICAL EQUIPMENT REPAIR SERVICE NORMAL HOURLY RATE

A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rate, on a per crew basis, for mechanical equipment repair service to be performed, at the Contractor's facility, during normal work hours.

B. The hourly labor rate entered under this section reflect full compensation for the cost of labor, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, at the Contractor's facility, during normal work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rate, on a per crew basis, for mechanical equipment repair service to be performed, at the Contractor's facility, during normal work hours is $________ per hour.

IN-SHOP MECHANICAL EQUIPMENT REPAIR SERVICE OFF-SHIFT (MONDAY THROUGH FRIDAY) HOURLY RATE

A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rate, on a per crew basis, for mechanical equipment repair service to be performed, at the Contractor's facility, during off-shift (Monday through Friday) work hours.

B. The hourly labor rate entered under this section reflect full compensation for the cost of labor, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, at the Contractor's facility, during off-shift (Monday through Friday) work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rate, on a per crew basis, for mechanical equipment repair service to be performed, at the Contractor's facility, during off-shift (Monday through Friday) work hours is $________ per hour.

IN-SHOP MECHANICAL EQUIPMENT REPAIR SERVICE OFF-SHIFT (SATURDAY) HOURLY RATE

A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rate for mechanical equipment repair service to be performed, at the Contractor's facility, during off-shift (Saturday) work hours.

B. The hourly labor rate entered under this section reflect full compensation for the cost of labor, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, at the Contractor's facility, during off-shift (Saturday) work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rate, on a per crew basis, for mechanical equipment repair service to be performed, at the Contractor's facility, during off-shift (Saturday) work hours is $________ per hour.
BID PRICE (continued)

IN-SHOP MECHANICAL EQUIPMENT REPAIR SERVICE OFF-SHIFT (SUNDAY) HOURLY RATE

A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rate for mechanical equipment repair service to be performed, at the Contractor’s facility, during off-shift (Sunday) work hours.

B. The hourly labor rate entered under this section reflect full compensation for the cost of labor, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, at the Contractor’s facility, during off-shift (Sunday) work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rate, on a per crew basis, for mechanical equipment repair service to be performed, at the Contractor’s facility, during off-shift (Sunday) work hours is $__________ per hour.

IN-SHOP MECHANICAL EQUIPMENT REPAIR SERVICE OFF-SHIFT (HOLIDAY) HOURLY RATE

A. The Bidder shall enter, in ink, in the appropriate space provided below, respective hourly labor rate for mechanical equipment repair service to be performed, at the Contractor’s facility, during off-shift (Holiday) work hours.

B. The hourly labor rate entered under this section reflect full compensation for the cost of labor, travel expenses, vehicles, equipment, consumable and incidental materials, tools, shipping, fringe benefits, overhead, bonds, insurance, and profit, to compensate for mechanical equipment repair service performed, at the Contractor’s facility, during off-shift (Holiday) work hours. The figures must be an accurate representation of actual charges (the University is tax exempt).

C. The hourly labor rate, on a per crew basis, for mechanical equipment repair service to be performed, at the Contractor’s facility, during off-shift (Holiday) work hours is $__________ per hour.

Minimum Charge

A. The University guarantees a minimum compensation, for on-site work only, of four (4) hours for one (1) millwright, or one (1) precision alignment technician, or one (1) vibro-analyst, or, at the discretion of the University, any combination thereof and all necessary equipment, tools and vehicles required for each worksite, at the appropriate hourly trade labor rate, as entered under the respective ON-SITE MECHANICAL EQUIPMENT REPAIR SERVICE HOURLY LABOR RATES category, on pages BR-3 through BR-5, of this BID RESPONSE SECTION.

B. If the minimum charge for a project is different from that guaranteed by the University, the Bidder shall enter, in the space provided below, the minimum charge per four (4) hour work shift.

C. The minimum charge per four (4) hour work shift, if different from that guaranteed by the University, is $__________________.

REPLACEMENT PARTS

A. The Successful Bidder is entitled to a percentage rate of mark-up, above the Contractor’s cost, for replacement parts that are not included under the terms of the Contract, as referenced in Section 4.1-8, REPLACEMENT PARTS, under the TECHNICAL SPECIFICATIONS Section of this document. Such percentage rate of mark-up figure shall be entered in the appropriate space provided in paragraph ‘B’, next, of this Section.

B. The Successful Bidder guarantees that the percentage rate of mark-up, above the Contractor’s cost, for replacement parts that are not included under the terms of the Contract is _________% and will remain in effect for the optional, additional one-year contract period.
RENEWAL OPTION

A. The Bidder guarantees that any increase in hourly rates for the optional, additional two, one-year contract periods, as referenced under Section 3.0-19, CONTRACT PERIOD, in the GENERAL CONDITIONS Section of this document will not exceed the lower of the percentage rate of increase in the National Consumer Price Index for Urban Consumers (CPI-U), under the expenditure category for all items, over the previous twelve month period, or ___%.

B. Failure to enter a percentage rate of increase figure under this Section, for an increase in the hourly rates for the renewal year, will be interpreted as a zero percent (0%) figure and the Successful Bidder will be held to the hourly rates entered for the initial contract period, with no increase, for the renewal periods.

BIDDER QUALIFICATION STATEMENT

A. The Bidder shall submit, with the bid, all documentation required under Section 4.1-1, QUALIFICATIONS, of PART FOUR TECHNICAL SPECIFICATIONS Section of this document and shall enter, in the appropriate spaces provided below, all requested information as documentation of their qualifications and ability to perform the services described in this document. Extra sheets and attachments may be used as necessary to provide complete information.

BUSINESS TITLE: __________________________________________

BUSINESS ADDRESS: _________________________________________

TELEPHONE NUMBER: ______________________________

NO. YEARS IN BUSINESS: _______________

NO. YEARS OF EXPERIENCE: _________________________

REFERENCES

A. The Bidder shall list below at least three (3) references for whom the Bidder has performed similar services to those specified in this document during the past year.

REFERENCE #1: __________________________________________

ADDRESS: ______________________________________________

CONTACT PERSON: __________________________ PHONE NUMBER: __________________

WORK PERFORMED: ______________________________________

DATES OF SERVICE: ______________________________________

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BID FORM TO BE FILLED OUT IN BLACK INK
REFERENCES (continued)

REFERENCE #2:

ADDRESS:

CONTACT PERSON: __________________________ PHONE NUMBER: ________________________

WORK PERFORMED:

DATES OF SERVICE:

REFERENCE #3:

ADDRESS:

CONTACT PERSON: __________________________ PHONE NUMBER: ________________________

WORK PERFORMED:

DATES OF SERVICE:

PERSONNEL QUALIFICATIONS

A. The Bidder shall list below or attach a list of names and qualifications of all personnel currently employed by the Bidder, which the Bidder intends to use in the performance of the work specified in this document. The required information shall include the employee’s name, trade labor classification, qualifications, length of relevant experience, training, and certifications.

END OF BID RESPONSE SECTION

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BID FORM TO BE FILLED OUT IN BLACK INK