



Town of Tyngsborough
Highway Department
89 Kendall Road, P.O. Box 403
Tyngsborough, MA 01879
978-649-2310

Invitation for Bids
FY2017

The Town of Tyngsborough Highway Department is accepting sealed bids for the following listed services:

Materials:

Estimate Needed:

Street Sweeping

approximately 100 miles of road

All quantities listed may vary. All bid pricing effective from July 1, 2016 until June 30, 2017* (FY2017). Wages paid for services in the Invitation for Bids must conform with the minimum rate of wages as established under the provisions of M.G.L. c. 149, §§ 26-27D. Applicable Prevailing Wage Rates are attached. Please Note: The contractual obligation the Town of Tyngsborough is contingent upon the availability of appropriated funds. All work shall be carried out in compliance with all federal, state and local laws, rules and regulations that apply to the work. All operators must be licensed and qualified to run necessary equipment pertaining to road work. Verification of proper insurance, licensing, valid safety inspection sticker and vehicle registration are required.

The Invitation for Bids is available from the Tyngsborough Highway Department, 89 Kendall Road, Tyngsborough, MA 01879 or via email at jhustins@tyngsboroughma.gov during regular business hours beginning August, 3, 2016. Questions regarding the bid should be referred to Jim Hustins at 978-649-2310.

This Invitation for Bids (IFB) is issued under M.G.L. c. 30, §39M. All bids must be accompanied by a bid deposit in the form of a bid bond, cash, certified check, treasurer's or cashier's check, or security bond payable to the Town of Tyngsborough in the amount of 5% of the value of the bid. All bids should include a signed Certificate of Non-Collusion and Tax Certification. Any successful bidder having a Total Price of greater than \$25,000 for labor services or where the Town anticipates/estimates that the labor services will exceed \$25,000, will be required to submit a Payment Bond in the amount of 50% of the bid in accordance with M.G.L. c. 149, § 29. Sealed bids must be received by 1:00 P.M. on Thursday, August 18, 2016 at the following address:

Chief Procurement Officer, Curt Bellavance
ATTN: Sealed Bid – Road Materials/Services
Town of Tyngsborough
25 Bryants Lane
Tyngsborough, MA 01879

All bids will be opened publicly at 1:00 P.M. on Thursday, August 18, 2015 at Town Hall, 25 Bryants Lane, Tyngsborough, MA 01879. Bids received after that time will be rejected. The Town of Tyngsborough reserves the right to reward and or reject any and all bids, the Town will select the bids judged to be qualified, responsive and lowest in cost. The Town will award multiple contracts to the firms that supply the requested material at the most advantageous cost to the Town, provided the bidder is considered to be responsive and responsible. If the responsiveness of a bid is not substantial and can be clarified, the Town may allow the bidder to make minor corrections, except to the price proposal.

*These contracts may be extended for one (1) or two (2) fiscal years providing both parties are in agreement.

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, Corporation, union, committee, club or other organization, entity or group of individuals.

Signed by: _____
Authorized Representative Title Date

Name of Business

Witness Date

TAX CERTIFICATION CLAUSE

I certify under the penalties of perjury that I, to the best of my knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

* Signature of Individual or
Corporate Name (Mandatory)

By: Corporate Officer
(Mandatory, if applicable)

** Social Security Number (Voluntary)
or Federal Identification Number

* Approval of a contract or other agreement will not be granted unless the applicant signs this certification.

** Your Social Security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of M.G.L., c. 62c, s. 49A.



Town of Tyngsborough
Highway Department
89 Kendall Road, P.O. Box 403
Tyngsborough, MA 01879
978-649-2310 Fax 978-649-2312

FY2017 Street Sweeping Bid Form

This contract may be extended for one (1) or two (2) fiscal years providing both parties are in agreement.

Street Sweeping \$ _____ price per hour
Estimating 100 miles of road

All quotes **must include** the use of 1 Street Sweeper for the duration of the work period and a **second Street Sweeper for 2 weeks** of the work period. Work period will be at the discretion of the Town. Sweeping of School and Public Building parking lots must be completed between April 17 and April 21, 2017.

All work must be complete during Highway Department business hours of 7:00 AM and 3:30 PM, so that the Town can supply a vehicle to follow each sweeper to collect sweeping materials.

All equipment shall have all necessary safety devices such as reflectors, headlights, taillights, flashing lights and back up signals as to operate safely in traffic.

Based on prior year costs, Town estimates that the labor services under Street Sweeping will exceed \$25,000 and therefore the successful bidder will be required to submit a Payment Bond in the amount of 50% of the bid in accordance with M.G.L. c. 149, § 29.



THE COMMONWEALTH OF MASSACHUSETTS
 EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
 DEPARTMENT OF LABOR STANDARDS

Prevailing Wage Rates

As determined by the Director under the provisions of the
 Massachusetts General Laws, Chapter 149, Sections 26 to 27H

RONALD L. WALKER, II
 Secretary
 WILLIAM D MCKINNEY
 Director

CHARLES D. BAKER
 Governor

KARYN E. POLITO
 Lt. Governor

Awarding Authority: Town of Tyngsborough
 Contract Number: City/Town: TYNGSBOROUGH
 Description of Work: Annual Street Sweeping of multiple streets.
 Job Location: Tyngsborough MA Various

Information about Prevailing Wage Schedules for Awarding Authorities and Contractors

- This wage schedule applies only to the specific project referenced at the top of this page and uniquely identified by the "Wage Request Number" on all pages of this schedule.
- An Awarding Authority must request an updated wage schedule from the Department of Labor Standards ("DLS") if it has not opened bids or selected a contractor within 90 days of the date of issuance of the wage schedule. For CM AT RISK projects (bid pursuant to G.L. c.149A), the earlier of: (a) the execution date of the GMP Amendment, or (b) the bid for the first construction scope of work must be within 90-days of the wage schedule issuance date.
- The wage schedule shall be incorporated in any advertisement or call for bids for the project as required by M.G.L. c. 149, § 27. The wage schedule shall be made a part of the contract awarded for the project. The wage schedule must be posted in a conspicuous place at the work site for the life of the project in accordance with M.G.L. c. 149 § 27. The wages listed on the wage schedule must be paid to employees performing construction work on the project whether they are employed by the prime contractor, a filed sub-bidder, or any sub-contractor.
- All apprentices working on the project are required to be registered with the Massachusetts Department of Labor Standards, Division of Apprentice Standards (DLS/DAS). Apprentice must keep his/her apprentice identification card on his/her person during all work hours on the project. An apprentice registered with DAS may be paid the lower apprentice wage rate at the applicable step as provided on the prevailing wage schedule. **Any apprentice not registered with DLS/DAS regardless of whether or not they are registered with any other federal, state, local, or private agency must be paid the journeyworker's rate for the trade.**
- The wage rates will remain in effect for the duration of the project, except in the case of multi-year public construction projects. For construction projects lasting longer than one year, awarding authorities must request an updated wage schedule. Awarding authorities are required to request these updates no later than two weeks before the anniversary of the date the contract was executed by the awarding authority and the general contractor. For multi-year CM AT RISK projects, awarding authority must request an annual update no later than two weeks before the anniversary date, determined as the earlier of: (a) the execution date of the GMP Amendment, or (b) the execution date of the first amendment to permit procurement of construction services. Contractors are required to obtain the wage schedules from awarding authorities, and to pay no less than these rates to covered workers. The annual update requirement is not applicable to 27F "rental of equipment" contracts.
- Every contractor or subcontractor which performs construction work on the project is required to submit weekly payroll reports and a Statement of Compliance directly to the awarding authority by mail or email and keep them on file for three years. Each weekly payroll report must contain: the employee's name, address, occupational classification, hours worked, and wages paid. Do not submit weekly payroll reports to DLS. A sample of a payroll reporting form may be obtained at <http://www.mass.gov/dols/pw>.
- Contractors with questions about the wage rates or classifications included on the wage schedule have an affirmative obligation to inquire with DLS at (617) 626-6953.
- Employees not receiving the prevailing wage rate set forth on the wage schedule may report the violation to the Fair Labor Division of the office of the Attorney General at (617) 727-3465.
- Failure of a contractor or subcontractor to pay the prevailing wage rates listed on the wage schedule to all employees who perform construction work on the project is a violation of the law and subjects the contractor or subcontractor to civil and

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
Sweeper						
Driver (TYNGSBOROUGH)	08/01/2016	\$26.93	\$6.63	\$0.00	\$0.00	\$33.56
Laborer (TYNGSBOROUGH)	08/01/2016	\$24.96	\$6.63	\$0.00	\$0.00	\$31.59

Additional Apprentice Information:

Minimum wage rates for apprentices employed on public works projects are listed above as a percentage of the pre-determined hourly wage rate established by the Commissioner under the provisions of the M.G.L. c. 149, ss. 26-27D. Apprentice ratios are established by the Division of Apprenticeship Training pursuant to M.G.L. c. 23, ss. 11E-11L.

All apprentices must be registered with the Division of Apprenticeship Training in accordance with M.G.L. c. 23, ss. 11E-11L.

All steps are six months (1000 hours.)

Ratios are expressed in allowable number of apprentices to journeymen or fraction thereof, unless otherwise specified.

** Multiple ratios are listed in the comment field.

*** APP to JM; 1:1, 2:2, 2:3, 3:4, 4:4, 4:5, 4:6, 5:7, 6:7, 6:8, 6:9, 7:10, 8:10, 8:11, 8:12, 9:13, 10:13, 10:14, etc.

**** APP to JM; 1:1, 1:2, 2:3, 2:4, 3:5, 4:6, 4:7, 5:8, 6:9, 6:10, 7:11, 8:12, 8:13, 9:14, 10:15, 10:16, etc.

**WEEKLY PAYROLL RECORDS REPORT
& STATEMENT OF COMPLIANCE**

In accordance with Massachusetts General Law c. 149, §27B, a true and accurate record must be kept of all persons employed on the public works project for which the enclosed rates have been provided. A Payroll Form has been printed on the reverse of this page and includes all the information required to be kept by law. Every contractor or subcontractor is required to keep these records and preserve them for a period of three years from the date of completion of the contract.

In addition, every contractor and subcontractor is required to submit a copy of their weekly payroll records to the awarding authority. This is required to be done on a weekly basis. Once collected, the awarding authority is also required to preserve those records for three years from the date of completion of the project.

Each such contractor or subcontractor shall furnish to the awarding authority directly within 15 days after completion of its portion of the work, a statement, executed by the contractor, subcontractor or by any authorized officer thereof who supervised the payment of wages, this form.

STATEMENT OF COMPLIANCE

_____, 20_____

I, _____,
(Name of signatory party) (Title)

do hereby state:

That I pay or supervise the payment of the persons employed by

_____ on the _____
(Contractor, subcontractor or public body) (Building or project)

and that all mechanics and apprentices, teamsters, chauffeurs and laborers employed on said project have been paid in accordance with wages determined under the provisions of sections twenty-six and twenty-seven of chapter one hundred and forty nine of the General Laws.

Signature _____

Title _____

MASSACHUSETTS WEEKLY CERTIFIED PAYROLL REPORT FORM



Company's Name:		Address:		Phone No.:		Payroll No.:												
Employer's Signature:		Title:		Contract No.:		Tax Payer ID No.:												
Awarding Authority's Name:		Public Works Project Name:		Public Works Project Location:		Min. Wage Rate Sheet No.:												
General / Prime Contractor's Name:		Subcontractor's Name:		Employer's Hourly Fringe Benefit Contributions														
Employee Name & Complete Address	Employee is OSHA 10 Certified (?)	Work Classification:	Appx. Rate (%)	Hours							Project Hours (A)	Hourly Base Wage (B)	Health & Welfare Insurance (C)	ERSA Pension Plan (D)	Supp. Unemp. (E)	Total Hourly Prev. Wage (F)	Project Gross Wages (G)	Total Gross Wages (H)
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NOTE: Pursuant to MGL Ch. 149 s.27B, every contractor and subcontractor is required to submit a "true and accurate" copy of their weekly payroll records directly to the awarding authority. Failure to comply may result in the commencement of a criminal action or the issuance of a civil citation.