

**SECTION 00300 - BID FORM**

*Note that this document is available in electronic form for download on the web site  
http://www.dmhprojects.com/southboroughrfp*

To: The Board of Selectmen,  
Southborough Town House  
17 Common St., Southborough, Ma. 01772

- 1. The undersigned proposes to furnish all labor and materials required for the Repairs and Restoration of the windows and doors at South Union School, 21 Highland Street, Southborough, MA, in accordance with the Drawings and Specifications prepared by David M. Hart Enterprises, 104 Federal Street, Salem, MA 01970, phone 978 745-2172.

- 2. This bid includes Addenda numbered:  
\_\_\_\_\_

- 2a. This bid includes Questions and Answers dated:  
\_\_\_\_\_

- 3. The base bid includes all work required to complete the project except for items listed under Additive Alternatives.

Base Bid includes all work as delineated on the drawings, all facades. Work consists of repairs to windows, installation of interior storm windows, and minor repairs to rubber roof. An allowance of \$2,000 shall be carried in the base bid for repairs to rubber roof.

Cost: \_\_\_\_\_ dollars \$ \_\_\_\_\_

4. **Additive Alternates**

- 4a. Additive Alternate One shall include: Repairs to exterior doors and installation of exit hardware.

Cost: \_\_\_\_\_ dollars \$ \_\_\_\_\_

- 4b. Additive Alternate Two shall include: minor repairs to concrete stairs.

Cost: \_\_\_\_\_ dollars \$ \_\_\_\_\_

- 4c. Additive Alternate Three shall include: repairs to windows, installation of interior storm windows

Cost: \_\_\_\_\_ dollars \$ \_\_\_\_\_

- 4d. All additive Alternate(s) taken by owner shall be considered to be in the final base contract.

5. Experience: The contractor shall state his/her experience and experience of his/her subcontractors regarding work of a similar nature on masonry structures with similar characteristics and configurations and finishes.

6. Demonstrate experience by specific examples, listing the project and location, the type of work undertaken, and references with phone numbers and or e-mails. List a minimum of five such projects.

7. Submit banking references.

8. Provide a concise statement regarding the approach the project and how you would structure your team and perform the work.

9. The Owner reserves the right to reject any or all bids and to accept any bid which he/she may consider to be in his/her best interest.

10. **Substantial Completion**

State number of calendar days from executed Contract to substantial completion.

\_\_\_\_\_

11. **Insurance**

Requested contractor insurance limits are given in Section 00800- Supplementary Condition. If the contractors insurance does not meet these limits, state limits of coverage. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

12. **Substantial Completion**

State number of calendar days from executed Contract to substantial completion.

\_\_\_\_\_

13. **Changes**

For changes in the work not covered by Additive Alternates and performed under Paragraph 13.3 of the General Conditions, the fee shall be 15% of the cost of the work for work performed by the Contractor. For work performed by a Subcontractor, the Subcontractor's fee shall be 15% of the cost of the work, and the Contractor's fee shall be 10% of the amount charged to him by the Subcontractor. The term "fee" shall include profit and overhead.

14. The Prevailing Wage Rates as administered by the Commonwealth of Massachusetts Division of Occupational Safety apply, and the contractor agrees to abide by those regulations.

15. This bid may not be modified or withdrawn for 45 days.

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

(APPLY SEAL IF BID IS BY A CORPORATION)

END OF SECTION 00300