

**INVITATION FOR BID
#ELV20180507R**

ANNUAL - ELEVATOR MAINTENANCE AND REPAIRS

The Newton Housing Authority invites sealed bids in accordance with M.G.L. c.149 from Contractors for Elevator Maintenance and Repairs for properties located within the City of Newton owned by Newton Housing Authority.

Sealed Bids will be received and accepted no later than 11:00 a.m., Thursday, May 31, 2018 at the offices of Newton Housing Authority, attn: Christine Long Capital Improvement Coordinator, 82 Lincoln Street, Newton Highlands, MA 02461. Bids will not be accepted nor may any submitted bids be corrected, modified or withdrawn after the deadline for bids. Following the deadline for bids, all bids received within the time specified will be publicly opened and read aloud. Contract Documents will be available by emailing Christine Long @clong@newtonhousing.org or by calling 617-552-5501. The contract value is expected not to exceed \$54,000 for a possible three (3) year term.

All General Bids must be accompanied by a copy of a Prime/General Certificate of Contractor Eligibility issued by the Department of Capital Asset Management and Maintenance (DCAMM) and a Prime/General Contractor Update Statement completed and signed by the bidder. The category of work for which the Bidder must be certified: **Elevators**

During the bidding period, the Authority shall make available visits by bidders to all facilities containing elevators, by appointment, between the hours of 10:00 a.m. - 2:00 p.m., through their Capital Improvement Coordinator, Christine Long. **The Authority strongly encourages each bidder to visit each site; bidders will be responsible for all work to be performed under this Contract whether they visit the sites or not. Bidders may contact Christine Long to arrange viewing (617) 552-5501.**

All bids must be accompanied by a bid deposit in an amount that is not less than five percent (5%) of the value of the bid, including all add alternates. Bid deposits, payable to the Newton Housing Authority, shall be either in the form of a bid bond, or cash, or a certified check on, or a treasurer's or cashier's check issued by, a responsible bank or trust company. Bidders are reminded that the bid deposit covers the Authority for damages when a bidder withdraws its bid after the bid submission date. **Be advised that to the extent permitted by the law the Authority will retain all bid deposits for withdrawn bids.**

All bids shall be submitted as one ORIGINAL and one COPY.

The term of this Contract shall be for one year with a possible extension of two additional years at the sole discretion of the Authority. The contract is expected to commence sometime in early June 2018 through June 2019, with the possible extension of two additional years ending in June 2021. The Authority shall have the option, at its sole discretion to renew this Contract for two (2) additional one (1) year terms, with no change in the Contract price or conditions. The exercise of each option to renew shall be subject to appropriation of funding therefor. Award will be made to the lowest bidder deemed responsible and eligible.

Wages are subject to prevailing wage rates determined by the Massachusetts Department of Labor Standards pursuant to M.G.L. Chapter 149, Sec. 26 to 27H. The schedule of wage rates applicable to this contract is included in the bidding documents. In addition, the prevailing wage schedule will be updated annually for all public construction projects lasting longer than one (1) year or at each renewal, as applicable. ***You will be required to pay the rates set out in any updated prevailing wage schedule. Increases in prevailing wage schedules will not be the basis for change order requests.*** The successful bidder will be required to provide a Certificate of Insurance demonstrating current coverage of the type and amounts set forth in the Project Manual. In the event that the winning bid is \$100,000 or less, the successful bidder will be required to furnish a Labor and Materials Payment Bond in the amount of 50% of the contract total. In the event that the winning bid is over \$100,000, the successful bidder will be required to furnish a Labor and Materials Payment Bond and a Performance Bond, each in the amount of \$100% of the contract total.

The costs of any bond and any insurance required in this Invitation For Bid are the responsibility of the bidder; such costs will not be reimbursed by Authority and should be included in your bid.

The Authority will reject any and all bids in accordance with the above referenced General Laws. In addition, the Authority reserves the right to waive minor informalities in any or all bids, or to reject any or all bids (in whole or in part) if it be in the public interest to do so.