

Town of Montague - Request for Quotes



Montague Water Pollution Control Facility Fuel Tank Installation Project

34 Greenfield Road, Montague MA 01351-9522

Issued November 20, 2019



Bidders Walkthrough: 25 November 2019, 10:00 am

Questions Due: December 2 at 1pm

Bids Due: December 5 at 1pm

Town of Montague Request for Quotes

WPCF Fuel Tank Installation Project

In accordance with M.G.L. Chapter 149, the Town of Montague will receive written proposals until 1:00PM on Thursday, December 5 to provide and install required fuel tanks at the Montague Water Pollution Control Facility (WPCF) at 34 Greenfield Road, Montague MA 01351-9522. Construction labor associated with this bid is subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive.

A copy of the RFQ may be obtained at <https://www.montague-ma.gov/BIDS>. Registration is required to ensure all interested contractors receive updates relative to the project.

The contract will be awarded to the responsible contractor offering to perform the work to specifications for the lowest price. Contractors must respond to RFQ requirements, and demonstrate suitable experience and satisfactory references. The Town of Montague reserves the right to reject any or all bids as is determined to be in the best interests of the Town. Key dates include:

Bidders Walkthrough:	25 November 2019, 10:00 am
RFQ Questions Due:	Monday, December 2 at 1pm
Bids Due:	Thursday, December 5 at 1pm

Responses must be received at the WPCF no later than Thursday, December 5, 2019 at 1pm and should be addressed as follows:

Montague WPCF Fuel Tank Installation Project
C/O WPCF Superintendent
34 Greenfield Road, Montague MA 01351-9522

The Project Contact is:

Kevin Boissonnault, Interim Superintendent
34 Greenfield Road, Montague MA 01351-9522
WPCF.SUPT@montague-ma.gov
413 773-8865

The Town of Montague is an Equal Opportunity Employer and does not discriminate on the basis of age, gender, race, or disability. SOMWBA certified vendors are encouraged to apply.

Montague Water Pollution Control Facility Fuel Tank Installation Project

A. Project Scope

The Montague Water Pollution Control Facility is located at 34 Greenfield Road in Montague. This procurement is for a contractor to provide and install fuel tanks to serve the WPCF administration building.

The successful bidder will provide all labor, materials and equipment necessary for fulfillment of the project as specified in this Request for Quotes (RFQ). Construction labor associated with this bid is subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive.

Specifications/Requirements of the Project:

- Fuel tanks suitable to store and dispense #2 heating oil.
- Provide and install four (4) 330 gallon vertical oil tanks, complete with legs, in the storage room off the garage area of the office building.
- Provide and install a vent alarm with gauge on each tank.
- Provide and install all necessary pipe and fittings to create a vent and fill assembly from the outside of the building to the tanks, including fill scullys with caps, and a vent cap.
- Provide and install oil filter assemblies, tank firematics, and all necessary oil lines for the boiler, water heater, and for the generator.
- Provide and install oil de-aerators with filter assemblies on the oil lines to the boiler and water heater to eliminate the possibility of an air vacuum leak that would cause the burners not to fire.
- Pump the contents of the existing underground tank to the new tanks.
- Comply with all necessary permit requirements.
- All work is to be done by qualified technicians at or above industry standard.
- The installing company will warranty all equipment, materials, and labor for a period of one year from the date of installation, in conjunction with all manufacturers' warranties.
- This is a prevailing wage project. Weekly payroll reports must be submitted. See attached Prevailing Wage sheet for relevant rates.
- Project completion is anticipated within 60 calendar days of the award of a contract.

B. Key Dates

- Bidders walk through will be held at the Montague WPCF on 25 November 2019, 10:00 am. Attendance at the walkthrough strongly encouraged.
- Questions pertaining to this RFQ should be submitted in writing (email or otherwise) no later than Monday, December 2 at 1pm. Submit to Kevin Boissonnault at

WPCFSUPT@montague-ma.gov. Late questions will not be considered. All registered bidders will receive responses to all submitted questions.

- Bids must be received by Thursday, December 5 at 1pm and should be labeled “Montague WPCF Fuel Tank Installation Project” and submitted either by email to WPCFSUPT@montague-ma.gov or by mail C/O WPCF Superintendent, 34 Greenfield Road, Montague MA 01351-9522. Late bids will not be considered.

C: Contractor Requirements

Contractor shall:

- Obtain all permits as required and comply with all building code requirements. Town permit fees will be waived for this project.
- The contractor is responsible for verifying any specifications represented in this RFQ. Measurements may be confirmed during the bidder walkthrough.
- Coordinate construction schedule with Montague WPCF leadership.
- As applicable, perform work at prevailing wage and file weekly payroll reports.
- Provide documentation of employee OSHA 10 certification with weekly payroll.
- Warrant all work for a minimum of one from project completion date.

D. Required Insurance

The Contractor shall at all times during the contract maintain in full force and effect Employer's Liability, Worker's Compensation, Bodily Injury Liability, and Property Damage and General Liability Insurance, including contractual liability coverage. All insurance shall be by insurers and for policy limits acceptable to the Town of Montague and before commencement of work hereunder the Contractor agrees to furnish the Town certificates of insurance or other evidence satisfactory to the Town to the effect that such insurance was obtained and is in force.

For the purpose of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

COVERAGES	LIMITS OF LIABILITY
Worker's Compensation	Statutory
Employer's Liability	\$500,000/\$500,000/\$500,000
Automobile Liability	\$1,000,000.00 combined single limit for bodily injury and property damage
General Liability	\$1,000,000.00 each occurrence \$3,000,000.00 aggregate
Excess Umbrella Liability	\$2,000,000 each occurrence \$2,000,000 annual aggregate

The Town of Montague shall be named as additional insured under the liability and automobile insurance. The excess/umbrella liability insurance policy should contain a broad form general liability endorsement.

E. Bidder Instructions –Review Carefully!

- Note all deadlines as specified in this RFP. The Town of Montague cannot make exceptions for failure to visit the site or accept questions of bids except under the terms specified in this RFQ.
 - Bidders Walkthrough: 25 November 2019, 10:00 am
 - Questions Due: December 2, at 1pm
 - Bids due: December 5 at 1pm
- The contract will be awarded to the responsible bidder that offers required expertise at the lowest price and is responsive to the RFQ requirements. The Town of Montague will contact bidder references. The town retains the right to contact additional references beyond those provided or to not award the contract to a bidder if it judges a bid to not be in the best interest of the town.
- Construction labor associated with this bid is subject to prevailing wage rates as per MGL Chapter 149, Section 26 - 27f inclusive. A current prevailing wage sheet is included as an attachment.
- The selected contractor will be subject to the terms and conditions of the Town of Montague standard contract - sample attached.
- The Town of Montague is tax exempt. A tax exempt certificate will be provided upon request.
- The Town of Montague will make approved payments within 30 days of receipt of invoice.

Submission Checklist

- Bidders should include a brief statement of their capacity and past experience** that verifies they understand and can meet the requirements of this project.
- All price quotes are to be submitted on the attached Price Quote Form** and signed by an authorized representative of the bidder organization.
- All forms attached to this RFQ should be completed, signed, and returned** as part of the proposal submission. (The contract does not need to be submitted with the bid.)