

Capital Planning and Facilities Management

Request for Quotes

Construction Contracts Costing \$10,000 to \$50,000

Requester Information

Request Date: 8/23/2017

Name: Michael Servizio

Telephone: 978.542.8321

Email Address: mservizio@salemstate.edu

Fax: 978-542-7700

Contract Information

Project Name: Meier Drive Dining Hall Rear Entrance Rail Replacement

Project Number: _____ Funding Source: _____

Mandatory Walk Through: Yes No _____ If yes, Date: September 20, 2017 Time: 10:00 PM

Estimated Cost: \$ 25,000

Project Start Date: 10/9/17

Project End Date: 10/20/17

Deadline for Quote Submission: 9/28/17 @ 12:00 Noon

Note: The project must be advertised at least two weeks before bids are due. The Central Register is published weekly on Wednesday. All notices must be received by the Central Register by Thursday by 4:00 P.M. of the week preceding publication.

Scope of Work Statement:

1. Remove and dispose of existing railing and damaged concrete approximately 75 linear feet
2. Remove and cleanup any loose concrete as needed
3. Cut existing cap and form new cap to a minimum height of 6" above grade (bonding agent to be used to adhere new concrete to existing wall.
4. Cut and grind existing anchors on side of retaining wall, clean holes, and fill holes with an epoxy agent
5. Pressure wash wall and skim coat entire wall
6. Imbed rail posts into top of retaining wall to a depth of no less than 8" (no side wall installation will be accepted).
7. Install new 1 1/2" pipe top rail, bottom rail, and posts with 1/2 balusters
8. New rail must round, hot-dipped, galvanized steel finish
9. All railing installation must meet Mass Building Code, ADA, and OSHA requirements. Shop drawings for railing to be approved prior to fabrication.
10. Install 3 yellow Polyethylene 52" safety bollards (one at each end of rail and one at the halfway point) with a 4 1/2" diameter
10. All debris to be cleared and removed by contractor.

Plans/Specifications Available: Yes ___ Date and Time _____ No ___

Requirements

OSHA Training A 50% Payment Bond is required if the contract is greater than \$25,000
Prevailing Wage
Hours of work: Between 7:00 AM to 5:00 PM Mon-Fri
CORI Checks

Procurement Procedure

Construction, etc. of \$10,000 to \$50,000: Every contract for the construction, etc. of any public work estimated to cost \$10,000 to \$50,000 shall be awarded to the responsible bidder offering the lowest price after “public notification” of the contract. Public notification shall include posting (at least two weeks before the receipt of responses) of the contract and scope of work statement on (1) the agency’s website; (2) the COMMBUYS system; (3) the central register published pursuant to Mass. G. L. c. 9 § 20A; and (4) in a conspicuous place in or near the agency’s primary office. The agency shall seek written responses from no fewer than three persons customarily performing such work, but if (a) the agency obtains a minimum of two written responses from a vendor list established through a blanket contract or a statewide contract procured through OSD, and (b) the lowest of the written responses is acceptable to the agency, then public notification is not required. Solicitation shall include a scope-of work statement defining the work to be performed and providing potential responders with sufficient information regarding the agency’s objectives and requirements, and the time period for the work. The agency shall record the names and addresses of all persons from whom responses were sought, and the names of responders, dates and amounts of each response.

An agency may utilize a vendor list established through a statewide contract procured through OSD to identify one or more persons from whom it will seek written responses, or may procure a blanket contract to establish a listing of vendors in certain defined categories of work that under contract to provide services for multiple individual tasks of not more than \$50,000 each, and from whom written responses will be sought. Any such blanket contract shall be procured under this section or c. 149, §§ 44A to 44J. (St. 2016, c. 218, § 2, amending Mass. G. L. c. 30, §b 39M).

Additional Information
